# **GLOUCESTER COUNTY**

Community Development Block Grant and **HOME Investment Partnership Programs** Gloucester County, New Jersey

## 2013 Annual Action Plan

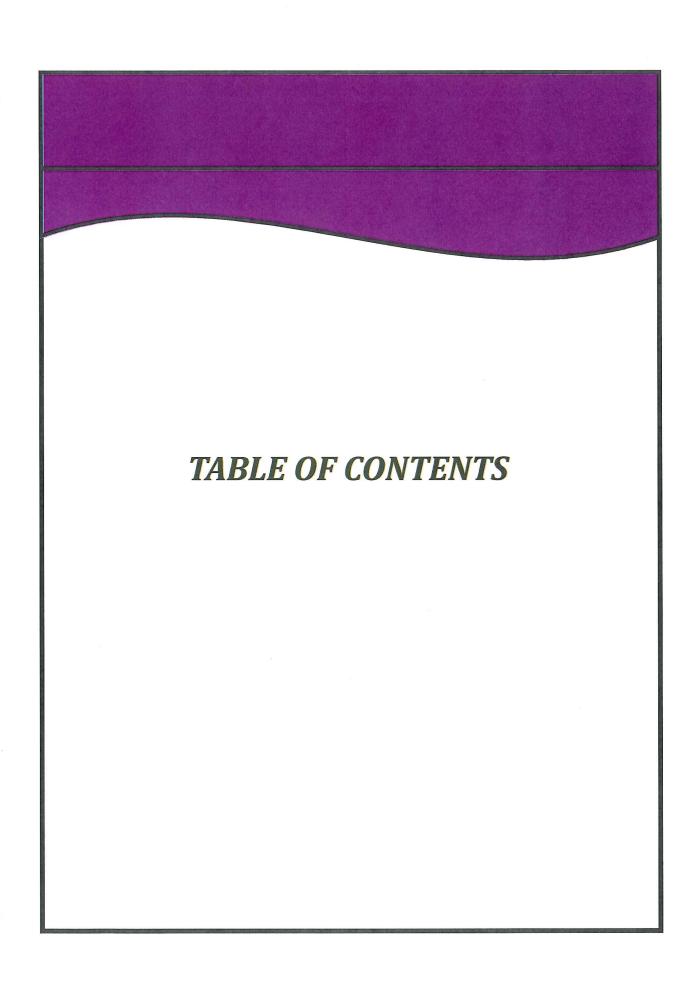
# July, 2013

### **GLOUCESTER COUNTY**

**Department of Economic Development Division of Housing & Community Development** RALL ROPERTANTS INTO PARTIE TO A PRINCE TO County Building, 115 Budd Boulevard West Deptford, New Jersey 08096 Christina Moran, Division Head

Prepared by:





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# Section 1 **FY 2013 PROGRAM YEAR ACTION PLAN**

County of Gloucester, New Jersey				UOG:	NJ34	9015 GLOUCES	TER COUNTY		
PO Box 337	7				Organizational DUNS-957362247				
Route 45 &	Budd Boul	evard			Organizational Unit				
Woodbury					Depart	tmen	t of Econom	nic Developm	nent
New Jersey		08096	U.S.A.		Divisio	n of	Housing and	d Community	y Develop
Gloucester									
Employer Identification Number (EIN): 21-600066									
Applicant T	Applicant Type: Local Government: County			•	Specify Other Type				
Person to b	e contacte	d regarding	this application:						
Christina			70 70 70		Morales				
Title: Divisi	on Head		Phone 856-38	4-686	7 Fax 856384-0207				
eMail:cmor	ales@co.gl	oucester.nj.	Grentee Website: www.co.glouceste	er.nj.us	Other Contact: Lisa Morina				rina
"To the best of my knowledge and belief, all data in this application are true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant will comply with the attached assurances if the assistance is awarded." Please update the date with each new Action Plan and CAPER submission.									nt will
Name:		Rol	bert M Damming	er			Date:	07/10	1/12
Title:	Freeholder Director					(MM/DD/YY)	07/10	0/13	



# Narrative Responses

### **EXECUTIVE SUMMARY**

### A. Purpose of Consolidated Plan

Gloucester County has prepared this FY 2013 Annual Action Plan, the fourth of five such Plans to be prepared as part of the County's Five-Year Consolidated Plan process. The Gloucester County Five-Year Consolidated Plan covers the period FY 2010 to FY 2014, (September 1, 2010 – August 31, 2015). This plan was completed after soliciting comments from representatives of participating municipalities, citizens and social service agencies regarding community needs. While the purpose of a Consolidated Plan is to identify housing and community development needs, the Annual Action Plan is to develop specific goals and objectives to address those needs for the coming fiscal year. The Consolidated Plan and this Annual Action Plan allow the County to continue to receive federal housing and community development funds and must be submitted to the U.S. Department of Housing and Urban Development (HUD) by July 15, 2012. The FY 2013 Annual Action Plan provides for the County to continue to administer the Washington Township Community Development Block Grant Program which is in its seventh year.

In developing the Five-Year Consolidated Plan during the winter and spring of 2010, Gloucester County examined the priorities it had listed in its prior Five-Year Plan, including priority needs for housing, public facilities, infrastructure, public services and issues related to homelessness and special needs populations.

### **B.** Citizen Participation

Gloucester County initiated an extensive process of consultation with members of the public including housing, social and health services providers, those responsible for lead paint issues, adjacent local governments, realtors and public housing authorities. Development of the 2010-2014 Five Year Consolidated Plan was a collaborative process. The public meetings, held throughout the County, provided specific input regarding priority needs that should be addressed during the upcoming years. The public hearing and application development process for the FY 2013 Annual Action Plan was this year's follow up to that process. Applications for municipal improvement projects were distributed to all

municipalities and meetings were held convenient to each. A pair of Technical Assistance/Needs hearings were held on April 15, 2013 in West Deptford. Technical assistance was provided to assist in the submission of requests for CDBG eligible projects. The County distributes funding through a Request for Proposal process that seeks to assist providers of programs for youth, Seniors and the developmentally disabled. As part of the citizen participation process, copies of the draft Annual Action Plan were made available for citizens during a 30-day comment period (June 7, to July 9, 2013) and after the completion of the final Plan. A second pair of public hearing was held on June 14, 2013 in West Deptford to allow the public to comment on the draft Annual Action Plan. After consideration of comments by public officials, County staff, local organizations and residents, the final Annual Action Plan as presented at a public meeting on July 10, 2013 after which the Gloucester County Board of Chosen Freeholders adopted a resolution to authorize the Freeholder Director to sign the necessary Certifications and grant application forms and submit the documents to the US Department of Housing and Urban Development on or before July 15, 2013.

Detailed information on the exact activities to be funded with CDBG and HOME funds is found in Section 3 of this 2013 Annual Action Plan document.

Gloucester County will continue to review its priority needs and encourage citizen input in evaluating program objectives and accomplishments. The resources available under CDBG and HOME and related programs are insufficient to address all identified needs; however, the County has allocated funds for those activities that address the most pressing needs identified in the Five Year Consolidated Plan and as reviewed and confirmed at the time of preparation of the FY 2013 Annual Action Plan.

### C. Objectives and Outcomes

Gloucester County has developed a Performance Measurement Plan that is included as a portion of the Monitoring narrative. In summary, the County has twenty two non-administrative or planning activities subject to the Plan. Of these activities:

- Four (4) activities are designed to meet the Affordability for the purpose of providing decent affordable housing Outcome Statement
- Eight (8) activities are designed to meet the *Accessibility for the purpose of creating suitable living environment* Outcome Statement
- Four (4) are designed to meet the Sustainability for the purpose of creating suitable living environments Outcome Statement

### **D. Evaluation of Past Performance**

Gloucester County has an excellent history with respect to past performance. As of June 1, 2013 the available balance to drawdown is 1.57 times the County's annual CDBG allocation. The County anticipates being under 1.5 by its Timeliness-test-date of July 3, 2013.

### E. Year 2013 Action Plan

The FY Year 2013 Action Plan for Gloucester County will include \$1,094,145 in CDBG funds, \$455,741 in HOME Investment Partnership funds and \$45,000 on Program Income for a total of \$1,594,886. An additional \$155,322 is budgeted for Washington Township as a separate Entitlement administered by Gloucester County Community Development.

The 2013 Action Plan provides \$160,000 for educational, nutrition, youth and community services programs. The owner-occupied housing rehabilitation programs is funded for 2013 at \$453,408 from CDBG, HOME and Program Income. The 2013 Plan will also provide \$254,564 in funding for six municipal projects for infrastructure and public facilities improvements funded through the County's entitlement and Re-programmed funds. In addition, the Township of Washington will be funding \$124,258 in municipal projects. Assistance to low and moderate income households to purchase homes (\$170,000) and tenant-based rental assistance (\$45,000) are funded at \$215,000. The remaining funds are budgeted for general administration, planning and program delivery costs directly associated with individual activities.

Year 2013 Action Plan, by Category

		Funding								
Category	CDBG	HOME	Re- Programmed Funds	Program Income	Washington Township					
Educational Services	TBD									
Youth Services	TBD									
Nutrition Services	TBD									
Community Services	TBD									
Homeless Youth Services	TBD									
Owner-Occupied Housing Rehabilitation County Program, including Septic Systems	\$281,602	\$126,806		\$45,000						
Homebuyers Assistance Programs		\$170,000								
Tenant-Based Rental Assistance		\$45,000								
CHDO Programs to Provide Affordable Housing for Homeownership		\$68,361								
Public Facility/Infrastructure										
<u>Improvements</u>										
Clayton (Sewer and Water Improvements)	\$49,889									
Deptford Township (ADA)	\$50,000									
Borough of Glassboro (ADA)	\$17,225									
Mantua Township (Road	\$50,000									

Reconstruction)					
Monroe Township (Storm	\$50,000				
Drainage Improvements)					
Wenonah Borough (ADA)	\$37,450				
Washington Township (Street					\$124,258
Reconstruction)					
Project Delivery Costs (Housing	\$179,150				
Rehab /Municipal Projects					
General Administration and					
Planning					
County	\$218,829	\$45,574			
Washington Township					\$ 31,064
Total	\$1,094,145	\$455,741	n/a for FY 2013	\$45,000	\$155,322

### **General Questions and Community Profile**

- 1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
- 2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
- 3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
- 4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

### **Program Year 3 – (FY 2012) General Questions response:**

1. Gloucester County is comprised of 24 communities covering 329 square miles in southwestern New Jersey. Approximately twenty percent of the County is developed, and almost forty percent of the area is either vacant, wooded, or in agricultural use according to recent figures from the County's Department of Economic Development. The County is located five miles south and east of Philadelphia across the Delaware River. Ten miles to the south-southeast is Wilmington, Delaware. It is forty-five miles east of Atlantic City and the New Jersey shore. Cumberland and Atlantic counties border its southern and southeastern edges, while Camden County and the Delaware River form the border to the west- northwest. Salem County forms its southwestern border. With all these location advantages, Gloucester County also has the largest amount of developable land in the Delaware Valley Region.

From an economic development standpoint, Gloucester County is strategically located between Boston and DC, with access to the Walt Whitman and Commodore Barry Bridges, the Philadelphia International Airport, the NJ Turnpike, and Interstate Routes 295 and 95. Approximately one-third of the County's residents commute to work in Philadelphia or Camden County. The major transportation links bring the millions of people in the Boston- New York - Washington Richmond corridor within a four-hour drive, or half-day delivery, and national and international markets within overnight shipping.

The NJ Department of Labor had projected (Projections 2018), Gloucester County to increase the number of employed from 115,250 in 2008 to 120,600 by 2018, but according to the 2010 American Community Survey 1 Year Estimate that figure already exceeds 140,392.

One major reason for the continued growth in the County has been its vehicular transportation spine. The transportation network within the region is largely north-south with growth coming along and between the County's four major transportation corridors. Interstate Route 295 and the New Jersey Turnpike provide north south-interstate connections, with County Routes 55, 47, 49 linking the southern communities through the center of the County. The Atlantic City Expressway brings the shore communities and its employment opportunities within easy driving time for County residents.

Four branches of Conrail provide rail service to the major industrial parks in the County and to areas to the south and east. The Philadelphia International airport and the Atlantic City airport as well as two commercially licensed airports in the County facilitate air transportation.

The population in Gloucester County increased to 288,288 according to the 2010 Census, an increase of approximately 13% over the 2000 census population of 254,673. The population in Gloucester County increased nearly 25% over the 20 year period between 1990 and 2010 census. As the trend toward growth has continued since the 2000 census, and projections for housing growth, for example, predict that the five fastest growing municipalities in the County will each grow by over 100 percent by 2020.

The table below shows the racial composition of the County population. The percentage of White persons is well above the state and national percentages, while the percentages for other racial groups are well below. The percentage of Hispanic persons is significantly below the state and national percentages.

Racial Composition Percentage								
	Gloucester County New Jersey United Stat							
	2010	2000	2010	2000	2010	2000		
White	83.6	87.1	68.6	72.6	72.4	75.1		
Black or African American	10.1	9.1	13.7	13.6	12.6	12.3		
American Indian and Alaska	0.2	0.2	0.3	0.2	0.9	0.9		
Asian	2.6	1.5	8.3	5.7	4.8	3.6		
Native Hawaiian and Other	0.0	0	0.0	0	0.2	0.1		
Some Other Race	1.4	0.9	6.4	5.4	6.2	5.5		
Two or More Races	2.1	1.3	2.7	2.5	2.9	2.4		
Hispanic or Latino (of any race)	4.8	1.6	17.7	13.3	16.3	12.5		

Maps included in Section 5 indicate the percentages of racial groups in the County's census tracts. The highest ratios of African American (above 21%) are concentrated in the Borough of Paulsboro, and sections of the City of Woodbury, the Borough of Glassboro and Deptford Township. The Hispanic population is concentrated (above 5%) in Swedesboro and sections of Deptford Township and the Borough of Glassboro , while the Asian population is highest (above 3%) in portions of Deptford Township, and Washington Township.

The table below shows the age cohort of the County population. Gloucester County reflects the state and national figures for the age of its population, as the table

below indicates. The working age cohort (20 to 64) ratio is slightly higher than the state or national percentage. The percentage of elderly (65+) and extra elderly (75+) are lower than the national and state percentages.

Age Cohorts										
	Gloucester	County	New	Jersey	United States					
	2010	2000	2010	2000	2010	2000				
Total population	288,288	254,673	8,791,894		308,745,538					
Under 5 Years	6.0	6.6	6.2	6.7	6.5	6.8				
5 to 19	21.1	22.6	19.9	20.4	20.4	21.8				
20 to 64	60.5	59.1	60.4	59.6	60.0	58.9				
65 to 74	6.7	6.3	7.0	6.8	7.0	6.5				
75 and Over	5.7	5.3	6.5	6.4	6.0	5.9				
Median age (years)	38.7	36.1	39.0	36.7	37.2	35.3				

Source: 2010 and 2000 US Census Bureau.

The relative lack of diversity is manifest in other types of statistics. According to the 2010 American Community Survey 1 Year Estimates, only 9.1 percent of persons in Gloucester County speak a language other than English, compared to 29.7 percent for New Jersey and 20.6 percent for the nation. Only 4.9 percent of the County population is foreign-born; this compares to 12.9 percent for the United States and 21.0 percent for the state of New Jersey.

Maps in the Section 5 show the concentrations of youth and elderly across the County. The highest concentrations of elderly (above 20%) are in portions of the City of Woodbury, Deptford Township, Washington Township, the Borough of Pitman and Monroe Township, with the "below 5" population being highest (above 8%) in Logan, Woolwich and Harrison Townships and potions of the Borough of Glassboro and Mantua and Monroe Townships.

The table below shows the educational attainment of the County population. The population of Gloucester County has a good level of educational attainment. The percentage of persons lacking a 9<sup>th</sup> grade education is well below the state and national figures, and the percentage of persons with a high school diploma is 4.5 percentage points higher than that of the nation and 2 points higher than that of New Jersey.

The number of persons age 16 and over in the civilian workforce was, according to the 2010 American Community Survey 1 Year Estimates average, 157,799. This represented 69.9 percent of those persons, a figure that is nearly three percentage points higher than the state (66.6%) and five and a half points higher than the nation (64.4%).

Educational Attainement 2000-2010									
	Gloucester	County	New Jers	ey	United S	tates			
	2010 2000		2010	2000	2010	2000			
Total Population 25+	191,371		5,970,904		204,288,933				
Less than 9th Grade	2.8%	3.9%	5.4%	6.6%	6.1%	7.5%			
9th Grade to 12th Grade No Diploma	7.2%	11.8%	6.5%	11.3%	8.3%	12.1%			
High School Graduate	34.4%	36.9%	29.5%	29.4%	28.5%	28.6%			
Some College, No Degree	19.7%	18.8%	17.0%	17.7%	21.3%	21.0%			
Assocciate Degree	8.3%	6.7%	6.2%	5.3%	7.6%	6.3%			
Bachelors Degree	19.4%	15.6%	22.1%	18.8%	17.7%	15.5%			
Grad or Prof Degree	8.3%	6.4%	13.3%	11.0%	10.4%	8.9%			
Percent high school graduate or higher	90.0%	84.4%	88.0%	82.2%	85.6%	80.3%			
Percent bachelors degree or higher	27.7%	22%	35.4%	29.8%	28.2%	24.4%			

Source: 2000 Census and 2010 American Community Survey 2010 1 Year Estimates, U.S. Census

Income figures for Gloucester County show that the County is relatively prosperous, comparing well against the state which has one of the highest income levels in the country.

Income Statistics - 2010							
	Median Household Income	Per Capita Income					
Gloucester County New Jersey	70,514	30,952					
New Jersey	67,681	33,555					
United States	50,046	26,059					

Source: American Community Survey 2010, 1 Year Estimates, US Census

Furthermore the percentage of persons in the lowest income ranges is lower than for other jurisdictions:

Household Income < \$25,000 16.6% Gloucester County

Household Income < \$25,000 18.1% New Jersey

Household Income < \$25,000 24.9% United States

The \$25,000 figure is slightly higher than the poverty level and, as can be seen, the Gloucester County percentage of lower income households is two-thirds that of the nation.

Housing statistics for Gloucester County highlight the relatively young housing stock and the emphasis upon owner-occupied single-family residences. In Gloucester County 80.1 percent of housing units are owner occupied, compared to 65.4 percent for the nation and 66.4 percent for New Jersey. The table below demonstrates that the vast majority of housing in the County is single-family – 79.1 percent of all housing units are one-unit structures.

The housing in Gloucester County reflects the fact that the County has only recently begun to develop. Only 38.9 percent of the County's housing was constructed before 1970, a figure equivalent to that of the US (41.2%), but well below the state percentage of 57.1 percent.

**Housing Characteristics - 2010** 

	Gloucester County		New Je	rsey	United States		
	Percent	Number	Percent	Percent Number		Number	
Total Housing Units	100%	109,949	100%	3,554,909	100%	131,791,065	
1 Unit	79%	86,917	66%	2,329,384	67%	88,627,634	
2 to 19 Units	15%	16,052	26%	931,952	18%	23,166,241	
20 + Units	4%	4,455	10%	361,689	9%	11,250,236	
Mobile Homes	2%	2,526	1%	33,388	7%	8,636,728	

Souce: American Community Survey 2010 1 Year Estimates, U.S. Census Bureau

2. The focus of the efforts as set forth in the Consolidated Plan programs and here in this Annual Action Plan, are to provide safe, decent and affordable housing and a positive community environment that offers good quality of life and economic opportunities to all residents. The County is not allocating funds geographically. Allocation of funds at the County level are budgeted for County wide activities, including housing rehabilitation, first time home buyers, tenant based rental assistance, etc. Funds for municipal projects and public service programs were allocated based on evaluations through a Request for Proposal process.

Maps, included in Section 5 of this Plan, showing the percentage of Low/Mod Income households by Census Block Group were distributed to each municipality. The maps indicate the percentage of low/mod households in each block group, highlighting the HUD Eligibility Areas. HUD regulations allow the County to select areas that comprise the lowest quartile of income in the County as eligible for assistance under the Low- and Moderate income designation. Areas within the Gloucester Quartile figure of 45.47% are located Boroughs of Clayton, Glassboro, National Park, Paulsboro, Pitman, Westville and Woodbury Heights; the Townships of Deptford, Elk, Franklin, Logan, Mantua, Monroe, Washington, West Deptford; and the City of Woodbury. All activities proposed for CDBG funding are within the County's Low- and Moderate income quartile of block groups or are specific to low- and moderate income clientele.

- 3. The key obstacle to meeting the needs identified below is the lack of local, state or federal resources to comprehensively and systematically attack the key problems of the County and the individual municipalities participating in the CDBG and HOME Programs. Annually, and again in its FY2013 Program, Gloucester County will fund activities that seek to address a portion of the following five year objectives.
  - The provision of affordable housing to very low, low and moderate income households in order to prevent homelessness;
  - The creation of affordable housing opportunities, by either rehabilitation of existing units or new construction, for both renters and owners, especially for the low-income elderly;
  - Rental assistance to very low- and low-income households;
  - The provision of quality public services to very-low, low- and moderateincome residents;

- The provision of quality public facilities for the needs of very-low, low-and moderate-income households;
- Infrastructure improvements throughout the County, in the very-low, lowto moderate-income areas of the participating municipalities;
- Economic development initiatives in coordination with county and state programs; and
- Anti-poverty efforts that integrate job training and placement, welfare to work initiatives, and other programs aimed at improving opportunities for economic self-sufficiency.

Additionally, the County has observed a number of significant obstacles to meeting underserved affordable housing needs. These include:

- A strong housing market;
- High land and construction costs;
- Low vacancy rates;
- High costs to convert existing housing to affordable units; and
- Municipal and State cost of permits and regulations.

These are obstacles beyond the control of the County.

- 4. Since funding is the primary obstacle to meeting the County's housing and community development needs, the County has continued to seek additional State and Federal funds. Item 5. below details the County's efforts.
- 5. In addition to its CDBG and HOME allocations that are documented in this FY 2013 Annual Action Plan, Gloucester County has in the past few years received CDBG-R funding and Homelessness Prevention and Rapid Re-housing Program (HPRP) funding from the American Recovery and Reinvestment Program. CDBG-R activities are completed and include public facilities, infrastructure, demolition and Downtown revitalization activities in six municipalities. HPRP activities are also completed and funds have been drawn-down within the three years allocated for homeless prevention and relocation activities, including rent and utility assistance, security deposits and case management, through the non-profit organization Robin's Nest

Other State or Federal funding for housing and community development activities awarded to the County include \$2,500,000 in Neighborhood Stabilization Program (NSP) funds which were used to acquire, rehabilitate and sell foreclosed properties.

The County encourages municipalities to seek additional funding through NJDCA's SHARE Program, NJDOT's Municipal Aid for Streets, Transportation Enhancement, Centers of Place, Safe Streets to School, Safe Streets to Transit and Bikeways programs, USDA's Water and Waste Disposal, Fire and Rescue and Community Facilities programs and the FEMA Assistance to Firefighters Grant program.

### **Managing the Process**

- 1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
- 2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
- 3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

### **Program Year 4 – (FY 2013) Managing the Process response:**

The Department of Economic Development, Division of Housing and 1. Community Development of the County of Gloucester is the designated Lead Agency for the preparation, submission, implementation, and monitoring of this Annual Action Plan, which covers the period September 1, 2013 to August 31, 2014. The Division of Housing and Community Development has had the responsibility of administering both the Community Development Block Grant (CDBG) Program and the HOME Investment Partnership (HOME) Program. The staff has expertise in the requirements and regulations of both of these federal programs, with the overall goal of improving the quality of life of our lower income residents. Daily implementation, budget allocation, reporting and monitoring are the responsibility of the Community Development Division staff. The Division staff directly administers the Owner Occupied Housing Rehabilitation Assistance Program and the Home Buyers Assistance Program. The Division oversees the Municipal construction projects for infrastructure and public facilities and the provision of youth and senior services working with municipal administrators and engineers and selected non-profit organizations. Affordable housing through nonprofit and for-profit developers is also overseen by the Division staff.

The Housing Authority of Gloucester administers the County's HOME Tenant Based Rental Assistance program

2. The County has followed the procedures and requirements published by HUD. County staff attended the HUD training sessions in order to prepare for the preparation and submission of this document. The County has reviewed all HUD training materials, regulation, and documentation on the Annual Action Plan process as well as reviewing all Consolidated Plan materials on the HUD Website. Triad Associates, a professional consulting firm, provided technical assistance to the staff in developing this plan.

The County recognizes that the preparation of the Annual Action Plan requires discussion and consultation with all participating municipalities and many diverse groups, organizations, and agencies. During the consolidated planning process the County established a staff working group, which met to review existing housing programs and to discuss future strategies, in addition to staff work and consultation with service providers. Further, there was extensive consultation with and participation from local officials, housing authorities, county departments,

human services providers, the business community and local citizens. In preparation of the Five-Year Consolidated Plan the staff of the Division attended meetings held by various local steering/planning committees and also corresponded with additional social service and housing provider agencies. In general, the meetings were well-attended and provided valuable information. This process has continued in development of this Annual Action Plan.

In the course of preparing this document the Division of Housing and Community Development worked with the following groups, agencies or entities:

- The Gloucester County and Glassboro Housing Authorities;
- Homeless and Special Needs Providers;
- CHDO's (People For People, Habitat for Humanity);
- Private housing developers and non-profit housing developers;
- Gloucester County Department of Human Services;
- Gloucester County Department of Health;
- Gloucester County, Division of Housing and Community Development; and
- Collaborative Survey and Count of Homeless Persons (Gloucester County and homeless not-for-profit organization)

In addition, through its continuing participation in the Comprehensive Emergency Assistance System (CEAS) Committee, the Division has been able to be part of the planning process for various human service programs as well as gather information and provide input on priority service and housing needs for the Continuum of Care Plan, the Consolidated Plan, and this Annual Plan.

The local municipalities and various county departments were also consulted for input on community development needs. Applications were distributed to all municipalities for submission of projects seeking CDBG funding.

The two public housing authorities, Housing Authority of Gloucester County and the Glassboro Housing Authority, were key partners in the Consolidated Plan planning process and were participants in the preparation of this Annual Action Plan. Representatives provided information regarding public housing stock and conditions, needs, program results and resources. The County enjoys a cooperative relationship with both housing authorities. This positive relationship is essential for the implementation of the Annual Action Plan goals.

Both the Gloucester County and Glassboro Housing Authorities provided copies of their Agency Plans which include an Annual Plan for 2012 and previously provided a Five Year Plan 2010-2014. The County's Five Year Consolidated Plan and this Annual Plan have incorporated information from the Agency Plans.

In Gloucester County all twenty-four municipalities participate in the Gloucester County program. As noted earlier, Washington Township has become an entitlement municipality, but, under an agreement approved by HUD Newark, is included in the Gloucester County Consolidated Plan and Annual Action Plan.

Also, as described below, the County has sought citizen participation and made all materials readily available to the public for review and comment.

The County will continue to work closely with particular entities in the execution and monitoring of the programs described below. The principal organizations, their particular roles, and the relationship they have with the County are described in the strategy section below.

This Annual Plan has the support of the County Freeholder Director and the Board of Chosen Freeholders. A Resolution approved by the Board is included as the first document in this submission binder.

The approach employed by the County has proven to be a valuable tool in eliciting input that would not otherwise be available. This development process synthesized diverse ideas and approaches into a comprehensive and coherent planning document and set of strategies that address the low-income housing needs of Gloucester County in a clear and logical fashion.

3. The County's Department of Social Services and the Department of Economic Development's Division of Housing and Community Development are participants in the County CEAS Committee which represents the non-profit social service providers throughout Gloucester County. A list of these organizations that participated in the Consolidated Plan and Annual Action process are identified in the Citizen Participation narrative in the section. The County will continue to participate in the CEAS Committee so that the highest degree of coordination of County and non-profit services will be provided.

The County will continue to work with their certified CHDO Organizations and other non-profit housing developers to provide for the rental and home ownership affordable housing needs of Gloucester County residents.

### **Citizen Participation**

- 1. Provide a summary of the citizen participation process.
- 2. Provide a summary of citizen comments or views on the plan.
- 3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
- 4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

### **Program Year 4 – (FY 2013) Citizen Participation response:**

This Annual Action Plan is a result of a process of consultation and citizen participation, building upon existing relationships with municipalities, state agencies, county departments and local non-profit organizations. HUD allows Gloucester County the flexibility to choose the participation process that works best for the residents of low- and moderate-income areas. Municipal officials and administrators, citizens, non-profit organizations, and interested parties were afforded a variety of opportunities to:

- 1) Contribute during meetings and planning sessions;
- 2) Review and comment upon the participation plan itself;
- 3) Receive information about the meetings, the plan, and comments made about the plan;
- 4) Participate in public hearings;
- 5) Comment on both the 2010-2014 Five-Year Consolidated Plan and the 2012 Annual Action Plan;
- 6) Comment on Plan amendments as they occur, and
- 7) Register complaints about the plan and its amendments.

Gloucester County complied with the citizen participation requirements of the regulations by doing the following:

- Preparing, adopting and following a Citizen Participation Plan;
- Publishing informational notices about the plan prior to public hearings on the plan;
- Holding two or more public meetings in accessible places at convenient times after providing reasonable notice;
- Posting a complete copy on the draft and final Consolidated Plan and Annual Action Plan on the county website, publishing a summary of the Annual Action Plan activities and a listing of locations where hard copies of the Plans could be examined;
- Making the Annual Action Plan available for public examination and comment for a period of thirty (30) days before submission to HUD (this time period is generally initiated between June 1<sup>st</sup> and June 5<sup>th</sup>);

- Providing citizens, public agencies, and other interested parties reasonable access to records regarding any uses of any assistance for affordable and supportive housing that the County may have received during the preceding five years; and
- Considering the views and comments of citizens, and preparing a summary of those views for consideration with the Annual Action Plan submission.

The County actively sought public input in the course of developing the Five-Year (2010-2014) Consolidate Plan. In addition to efforts made annually, the County conducted a survey of officials, administrators, county department heads, and non-profit organizations to better understand the housing and community development needs of all residents from varying perspectives. The results of the survey are detailed in the Managing the Process narrative. As the lead agency for the Consolidated and Annual planning process, the Department of Economic Development, Division of Housing and Community Development made every effort to solicit public participation during the development of this Plan. Four (4) regional public hearings were scheduled throughout the County, two afternoon and two evening, at local, accessible public facilities convenient to the general public and fully handicapped accessible. To notify the public of the hearings, public notices were published in the legal section of the Gloucester County Times and posted on the County website www.gloucestercountynj.com. Municipal officials, administrators and Clerks were notified by e-mail and followed up with correspondence and phone calls.

A draft of the Annual Action Plan was released for public comment for at least 30 days, from June 7, 2013 to July 9, 2013, prior to its submission to the U.S. Department of Housing and Urban Development. A summary of the Plan, including notice for public hearings, was published in the <u>Gloucester County Times</u>. Notice for the hearings was published at least 1 week prior to the hearings. The first "Needs" public hearing, primarily attended by municipal representatives, was held on April 15, 2013 in the Gloucester County Offices on Budd Blvd. in West Deptford at 2:00 pm and that same evening at 6:00. The afternoon public hearing also served to review the Request for Proposals for Municipal projects. Upon completion of the draft 2013 Annual Action Plan the County held a set of public hearing on June 14, 2013 at 2:00 and 6:00 pm in the County Office in West Deptford to receive public comments on the Plans. Proof of Publication for each set of hearings is enclosed in Section 6 Citizen Participation.

Both hearings were well attended by municipal representatives due to the informational aspect of the RFP process. No members of the public attended the second set of public hearings on the draft action plan. At the afternoon meeting, information was disseminated on current CDBG and HOME programs, current levels of funding, and overall program performance. All meeting attendees were also given the opportunity to discuss and suggest priority needs for housing and community development.

In addition, through its continuing participation in the CEAS (Comprehensive

Emergency Assistance System) Committee, the Division of Housing and Community Development has been able to secure information on various human service programs, as well as gather and provide input on priority service and housing needs for both the Continuum of Care Plan and the Consolidated Plan.

The County provides seven (7) days written notice of any public meetings so citizens can plan to attend meetings and information sessions. All meetings are held in a facility that is ADA compliant, providing full access to all members of the public. As part of printed public notices, citizens are notified that comments will also be received by mail or telephone. The appropriate office hours and phone numbers are printed. All requests or comments received by mail are answered within 15 days of their receipt.

At the June public hearing meetings, the County presented the draft Annual Action Plan. The final Plan was included on the Board of Chosen Freeholder's agenda for public review and comments. The Resolution of Authorization was placed on the Freeholder meeting agenda and the document was authorized for submission at the July 10, 2013 meeting.

As previously stated, the Annual Action Plan, both the draft and final versions, were made available to the public. Citizens, public agencies, county departments and other interested parties had the opportunity to receive information, review and submit comments on any proposed submission. All documents are available on the county website and during normal working hours in the County Clerk's Office and in the Office of the Department of Economic Development. All records are maintained for at least five years.

Comments received from the public regarding the Annual Action Plan and activities to be funded in FY 2013 were recorded and made part of the public hearing records. In general, comments received may be summarized as follows:

- Public Hearings held on April 15, 2013 (2:00 pm & 6:00 pm) in West Deptford Municipal representatives were interested in exactly how the RFP process would be conducted and any changes to the process, scoring or eligible activities. No other comments were received.
- Public Hearing held on June 14, 2013 (2:00 and 6:00 pm) in West Deptford No members of the public attended.
- Thirty (30) day comment period June 7, 2013 to July 9, 2013.

The County has met and exceeded the requirements of the HUD regulations.

Both the Gloucester County Housing Authority and the Glassboro Housing Authority provided their Five-Year Agency Plans with extensive information on the public housing stock and future needs. The Authorities were extremely cooperative and will work with both the county and non-profit organizations to continuously improve living conditions.

Prior to the submission of any substantial change in the proposed use of funds, citizens will be provided written notice of and opportunity to comment on the proposed amendment. The county publishes all changes to the Community Development Plan, including any changes to the scope or location of a project, as well as any budgetary changes.

The County will provide technical assistance to all entities seeking funding for projects to develop and enhance the opportunities for affordable housing. That process will involve referrals to the appropriate county, state, and non-profit organizations. In addition, the County will provide assistance as necessary in order to direct and make efficient applications for funding to develop affordable housing and community development programs.

While no HOME funds have been available for new affordable housing since FY 2011, the CEAS Committee has provided letters of support for various developers of affordable housing.

### **Institutional Structure**

1. Describe actions that will take place during the next year to develop institutional structure

### **Program Year 4 – (FY 2013) Institutional Structure response:**

1. Gloucester County will implement the Annual Action Plan through the combined efforts of the Division of Housing and Community Development, municipal governments, other government agencies, and private, non-profit, and for-profit organizations. The Gloucester County Department of Economic Development has examined its Division of Housing and Community Development to determine any actions necessary to improve the County's CDBG / HOME institutional structure.

### **STRUCTURE**

In order to fulfill the goals established in the Consolidated Plan and the Annual Action Plan, cooperation from all levels of government and the private sector is essential. County and local level agencies, non-profit service agencies, private developers and lending institutions have already been working together to provide more affordable housing and promote community development. However, as the needs for housing assistance, public services and economic development increase while public funding decreases, greater involvement and cooperation from all sectors will be necessary.

### Public Agencies

The Gloucester County Department of Economic Development, through its Division of Housing and Community Development, has been the lead entity in the provision of housing and community development assistance in the County. Currently, with funding from the Community Development Block Grant and the HOME Programs, the Division administers two housing programs, tenant-based rental assistance, public service programs, homeless prevention and assistance programs, the Municipal public facility improvement, public infrastructure and ADA improvement programs, and economic development revitalization activities. directly administers the two housing programs, the Owner-Occupied Housing Rehabilitation and the Homebuyers Assistance Program. Under the Municipal public facilities/infrastructure and ADA improvement programs, each individual municipality that receives funding in a particular year directly administers its own activities with general oversight by the Division. The funding for public services and public facility improvements are awarded to and administered by non-profit and public agencies that provide services to low and moderate income populations or populations with special needs.

Through the HOME Program, the Division also provides financial assistance for various housing initiatives carried out by Community Housing Development Organizations (CHDO), which include homebuyer assistance, substantial rehabilitation and construction of new affordable housing. The Division also provides technical assistance to local municipalities and private developers in

developing housing and economic development programs or projects that will benefit low and moderate income County residents.

Through its Division of Workforce Investment Act, the Department of Economic Development also administers the Workforce Investment Act (WIA) program (formerly the JTPA program). With WIA funding, the ED Department provides basic educational remediation, GED certification, occupational training and on-the-job training. The WIA Program also provides financial assistance for supportive services, such as transportation and childcare, for very low-income persons while they pursue further training or education. The ED Department has been taking advantage of its unique organizational set up to coordinate economic development activities pursued with CDBG assistance and job training programs available through the WIA Program.

At the local level, municipalities provide housing assistance primarily for emergency shelter and services through their welfare offices. A few also administer rehabilitation programs, which are funded with state resources such as the Balanced Housing or the Neighborhood Preservation Program. Most municipalities have become involved in the COAH (Council On Affordable Housing) process and have been working with private developers to provide more new affordable housing units. Additionally, as mentioned above, most municipalities carry out community development activities with funding for public works from the Community Development Block Grant Program.

Four (4) quasi-public agencies provide a major portion of the housing assistance in the County: the Housing Authority of Gloucester County; the Glassboro Housing Authority; the Gloucester County Board of Social Services; and the Gloucester County Improvement Authority. The Housing Authority of Gloucester County and the Glassboro Housing Authority provide tenant subsidies, with Housing Choice Voucher funding, to 18 of 24 municipalities in the County. These housing authorities often work with the Board of Social Services, local welfare offices and the Department of Economic Development, Division of Housing and Community Development, in receiving and placing applicants. In addition, the Housing Authorities provide public housing for citizens of participating communities, mostly for very low income elderly, disabled and family households.

The Board of Social Services coordinates most of the emergency assistance in the County. The Board provides emergency shelter and supportive housing services and financial assistance to people at risk of becoming homeless. It often contracts with non-profit agencies to provide additional services and case management. Through its involvement with these private non-profit agencies, the Board of Social Services has been able to place the homeless and those with special needs, in alternative types of emergency housing such as transitional housing and SRO's. They have also coordinated with other social or human services providers, especially for job training and education, and with permanent housing providers, to reduce recidivism and promote self-sufficiency.

The Gloucester County Improvement Authority services the affordable housing loan and the economic development loan funds for the County. The affordable housing loan fund is available to private developers for construction financing assistance. Additionally, the GCIA has the capability and authority to issue bonds for public facility and infrastructure improvements for local governments.

### • Non-Profit Organizations

Private non-profit agencies have been crucial to the provision of emergency shelter and supportive housing services in the County. Agencies such as the Volunteers of America; the Tri-County Community Action Agency; People for People; Mother/Child Residential Services, Inc.; the American Red Cross and Catholic Charities have provided the needed support for the homeless and special needs populations. These same agencies plus others such as SODAT of New Jersey also provides necessary social services, such as counseling and case management. Most of these agencies receive federal and/or state funding, and already work in cooperation with County and local government agencies.

### Private Industry

Private developers and lending institutions have also been involved in housing and economic development initiatives in the County. Private banks in the County have provided construction and rehabilitation financing for several affordable housing projects carried out by CHDOs, other non-profit agencies and private developers. They have also provided low interest mortgage financing to low income homebuyers. Additionally, the banking community has been very supportive of cooperative and joint financing of economic development projects. They have provided long term financing assistance to private businesses that have also secured funding from the County through the CDBG Program.

Continued cooperation with private banking and industry will be sought to foster public/private partnerships for the provision of homeowner assistance programs, affordable housing development, and economic development. The use of CDBG and HOME program funds will be essential in leveraging private resources and promoting private investment.

### COORDINATION

The delivery of housing and community development services in Gloucester County today is a concerted effort between various public, non-profit and other private agencies. Emergency housing and service providers meet regularly through meetings of the state-required Human Services Advisory Council (HSAC) and its Comprehensive Emergency Assistance System (CEAS) Committee. Through these meetings, services for the homeless, special needs populations and others with emergency needs are coordinated. Most of the facility and service providers in the County, both public and private, are members of the Council, providing a network for service delivery. The CEAS Committee will seek to expand its coordination efforts to include other non-emergency service providers, such as local advisory boards for special needs groups, local job training agencies and housing developers to better address the long-term needs of the homeless and atrisk populations. This may be done through referral and service agreements

between agencies, to ensure prompt and adequate attention to the needs of the clients.

The Department of Economic Development, Division of Housing and Community Development, staff already meets bi-annually with local officials and CDBG representatives to discuss community development issues and to provide technical and administrative assistance. These types of meetings will continue to be held to provide a forum for discussion. Additionally, County staff will continue to provide individual technical assistance sessions with local officials and private agencies.

Private developers and investors will be encouraged to continue to participate and provide solutions to addressing affordable housing and community development issues and problems. To date, staff from the Department of Economic Development, Division of Housing and Community Development, have met with representatives from private banks and institutions to develop financing packages that can encourage private developers to create affordable housing and business and employment opportunities in the County. The banks already have been involved in providing financing assistance for several housing and economic development initiatives leveraged with County CDBG and HOME funding. The local Workforce Investment Act Board and its committees also have been involved in supporting and approving community and economic development initiatives proposed for funding under the CDBG Program. Such involvement has increased awareness for the program, provided guidance in the project approval process, and created links between local private industry and public programs.

All these existing methods and means of coordination will be continued or expanded to ensure the efficient and complete delivery of services and assistance to those most in need. The County hopes that it will be able to continue the momentum it developed during the Consolidated Planning Process, so that housing and community development needs can be better addressed.

A listing of public and private entities that participated in the 2010-2014 Consolidated Planning process are identified at the end of the Citizen Participation narrative in the Consolidated Plan portion of the 2013 submission.

2. Strengths and Gaps in the Service Delivery System Listed below are some of the gaps and hurdles in the County's service delivery system:

Lack of Coordination – Due to size of the County and the logistics of service providers, coordination of services has been very difficult. The creation/development of one-stop service centers are alleviating the problems of service delivery coordination. Currently, the Human Services Advisory Council meets regularly to try and coordinate various programs funded by several state and federal social service grants.

Multiple/Inconsistent Reporting Requirements – Information collection and exchange for various housing and service programs, funded by multiple sources (i.e. various federal and state programs), becomes very difficult due to varying requirements for reporting and data collection. Consistent reporting and information collection is essential for assessing and analyzing needs and allocating funding. Currently, the County Department of Human Service has been working with provider agencies that are members of the Human Services Advisory Council in collecting data, with the use of a survey tool identified as NO Wrong Door, on the assisted population. The purpose of this data collection system is to have real time information on clients from all providers to guarantee no unnecessary duplication of services.

Varying fiscal/reporting periods – Varying fiscal/reporting periods make it difficult to comprehensively and strategically plan for consistent and continuous delivery of services. With the development of the consolidated Plan, the County has aligned its CDBG and HOME Program periods. However, there are still numerous other programs that need to be coordinated with these programs.

Inconsistent program policies and procedures – Differing program policies and procedures have made it very difficult for service agencies to provide a continuation in services for needy and homeless households. Eligibility requirements and limits on lengths of stay often displace families and individuals and disrupt counseling, training or employment schedules. Such disruptions only promote cyclical dependence and impede any progress toward self-sufficiency.

3. Strengths and Gaps in the Delivery System for Public Housing This issue is examined in the Public Housing Strategy narrative

### **Performance Monitoring**

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

### **Program Year 4 – (FY 2013) Monitoring response:**

Performance monitoring is an important component in the long-term success of the Consolidated Plan. The County, through the Division of Housing and Community Development, has developed standards and procedures for ensuring that the recipients of Community Development and HOME funds meet the purposes of the appropriate legislation and regulations, and that funds are disbursed in a timely fashion.

The Division of Housing and Community Development oversees the County's housing and community development programs, and is responsible for most performance measurement activities. The Division has incorporated HUD's Performance Measurement standards and methods into the process of awarding funds, allocating resources to programs and agencies, and obtaining progress and completion reports from those programs and agencies. The monitoring requirements and procedures under this Annual Action Plan is built upon existing monitoring systems and experience in administering federal and state programs and funds.

The Division administers the Gloucester County Community Development Block Grant and HOME Investment Partnership Programs using federal funds. The Division executes a housing rehabilitation program for houses owned by low- and moderate-income persons. The Division is also responsible for overseeing the implementation of public improvement and facilities projects in low income areas of the urban county or where the principle beneficiaries are low and moderate income clientele.

The Division's standards and procedures for monitoring are designed to ensure that:

- 1) Objectives of the Housing and Community Development Act, the National Affordable Housing Act and the American Recovery and Reinvestment Act of 2009 are met,
- 2) Program activities are progressing in compliance with the specifications and schedule for each program, and
- 3) Recipients are in compliance with other applicable laws, implementing regulations, and with the requirements to affirmatively further fair housing and minimize displacement of low-income households.
- 4) For the housing rehabilitation assistance program, the Division will require conformance with:
  - Section 504 Handicapped Accessibility
  - Section 106 Historic Preservation

- Housing Quality Standards
- Lead-Based Paint regulations
- Displacement / Relocation regulations

The Division reviews all proposed activities for eligibility under statutory and regulatory requirements, and for meeting identified needs in this plan.

Both the Annual Action Plan and the Consolidated Plan are monitored through the use of checklists and forms to facilitate uniform monitoring of program activities. When the new five year cycle began in September, 2010, the Division reexamined the forms used currently to determine what revisions were necessary for administration of the CDBG and HOME programs under HUD. A similar reexamination process will be conducted this year. The Division has identified performance measures in accordance with the Performance Measurement Plan developed below. Each description of projects and activities will contain the specific measures by which the project will be evaluated. The strategies presented earlier each present measures that can or may be employed. Measures will be in accordance with the Federal Register of March 7, 2006.

Fiscal monitoring will include review and approval of budgets, compliance with executed Grant Agreements, review and approval of vouchers, review of fiscal reports on a monthly basis, and a review of municipal and non-profit audits on an annual basis.

Monitoring will occur through on-site monitoring visits. These visits will occur as necessary, but will be conducted at least once a year. There are monitoring responsibilities that go beyond the time of completion of various activities. For Community Development public facilities and housing projects, site visits will be conducted at least every other year to assure benefit to low-income residents.

All sub-recipients must identify the personnel working on the project, keep accurate records and filing systems to document program benefits and compliance, maintain an appropriate financial management system, submit to an audit, and submit a final report as a closeout procedure.

### **Performance Measurement Plan**

In accordance with HUD's Community Planning and Development Notice 03-09, the County, as part of this FY 2012 Program year submission, will continue to use this Performance Measurement System designed to measure both the productivity and impact of the Community Development Block Grant Program. In accordance with the HUD Training Manual and Guidebook <u>Community Planning and Development Outcome Performance Measurement Framework</u>, Gloucester County has developed the following:

For each activity the County is required to indicate the Objective and Outcome as per the new guidelines, these being:

Objectives:

- Creating Suitable Living Environments
- Providing Decent Affordable Housing
- Creating Economic Opportunities

### Outcomes

- Availability / Accessibility
- Affordability
- Sustainability

The combination of these created an Outcome Statement for each activity. (Federal Register / Vol. 71, No. 44 / Tuesday, March 7, 2006 / Notices, Pages 11475-11476) The Outcome Statement is also indicated on the individual Project Activity forms under Proposed Outcome. Additionally, the County has indicated the Specific Outcome Indicators (Federal Register / Vol. 71, No. 44 / Tuesday, March 7, 2006 / Notices, Pages 11477-11481) that are required to be reported to HUD for each activity.

### FY 2013 CDBG and HOME activities

1. Owner Occupied Residential Housing Rehabilitation (Activities 2a)

Outcome Statement: (Code DH-2)

Affordability for the purpose of providing decent affordable housing Specific Outcome Indicators:

Indicator #9 – Owner occupied units rehabilitated or improved

- Number occupied by elderly
- Number of units brought from substandard to standard condition
- Number qualified as Energy Star
- Number of units brought into compliance with lead safe housing rule
- Number of units made accessible for persons with disabilities
- 2. Youth Recreational, Educational, Senior and Community Services

(Activities 4a, 4b, 4c, 4d and 4e)

Outcome Statement: (Code SL-1)

Accessibility for the purpose of creating suitable living environments Specific Outcome Indicators:

Indicator #2 – Public Service activities

- Number of persons assisted:
  - With new access to a service
  - With improved access to a service
  - Where activity was used to meet a quality standard or measurably improved quality, report the number that no longer only have access to substandard service
- 3. Municipal Infrastructure and public facility projects (Activities 5a through 5t)
  Outcome Statement: (Code SL-3) (Activities 5-Clayton, 5-Glassboro,
  5-Mantua, 5-Monroe, 5-Washington)

Sustainability for the purpose of creating suitable living environments

Outcome Statement: (Code SL-1) (Activities 5-Deptford, 5-Wenonah)

Accessibility for the purpose of creating suitable living environments Specific Outcome Indicators:

Indicator #1 - Public facility or infrastructure activities

- Number of persons assisted:
  - With new access to a service
  - With improved access to a service
  - Where activity was used to meet a quality standard or measurably improved quality, report the number that no longer only have access to substandard service
- 5. Homebuyers Assistance Programs (Activity 2b)

Outcome Statement: (Code DH-2)

Affordability for the purpose of providing decent affordable housing Specific Outcome Indicators:

Indicator #10 – Direct Financial Assistance to homebuyers

- Number of first-time homebuyers
  - o Of those, number receiving housing counseling
- Number receiving down-payment assistance / closing costs
- 6. Creation of Affordable Housing through Acquisition, Rehabilitation and Resale or New Construction (Activity 2e)

Outcome Statement: (Code DH-2)

Affordability for the purpose of providing decent affordable housing Specific Outcome Indicators:

Indicator #8 – Homeownership Units Constructed, Acquired, and/or Acquired with Rehabilitation

- Total Number of Units
  - o Of those:
    - Number of affordable units
    - Number of years of affordability
    - Number qualified as Energy Star
    - Number section 504 accessible
    - Number of households previously living in substandard housing
  - Of those affordable:
    - Number occupied by elderly
    - Number specifically designated for persons with HIV/AIDS
    - Number specifically designated for homeless
    - Number specifically for chronically homeless
- 7. Tenant-Based Rental Assistance (Activity 2c)

Outcome Statement: (Code DH-2)

Affordability for the purpose of providing decent affordable housing Specific Outcome Indicators:

Indicator #11 - Tenant-Based Rental Assistance

Total Number of Households

### Of those

- Number with short term rental assistance
- Number of homeless households and chronically homeless

In addition to the Specific Outcome Indicators for each activity, the following data is required:

- Amount of money leveraged, from all sources, per activity
- Number of persons, households, units, or beds assisted, as appropriate
- Income level of persons or households by: 30%, 50%, 60% or 80% of area median
- Race, ethnicity, and disability

### **Lead-based Paint**

 Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

### Program Year 4 - (FY 2013) Lead-Based Paint Hazard response:

Lead hazards are addressed during housing rehabilitation efforts. All homes that receive rehabilitation assistance are tested for the presence of lead-based paint. When evidence of paint is found, surfaces are removed or the material is encapsulated to prevent exposure. In the homebuyers program, when defective painted surfaces are found, the surface must be tested for lead-based paint as well and treated by a qualified trained contractor.

The County's Lead-Based Hazard reduction strategy, administered by the Department of Health, involves the administration of the Lead Intervention for Children at Risk Program (LICAR) which supports the abatement or reduction of lead-based paint hazards in low-income housing. The Department of Health provides administrative and program delivery staff responsible for marketing the LICAR program; conducting application intake, review, and approval; completing environmental reviews; completing housing inspections and when funding is available preparing work write-ups and cost estimates for lead hazard control work; preparing contractor bid packages and supervising advertisement for bids and selection of contractors; managing temporary resident relocation while lead hazard control work is being completed and monitoring work in progress through to completion.

Lead-based paint poses a particular hazard to children under the age of six, and is the focus of efforts by HUD to raise awareness of the problem and mitigate or eliminate the hazard. Lead-based paint was banned in 1975, but housing constructed prior to that time typically contains lead-based paint to some degree.

In Gloucester County 57,186 housing units, 66.5 percent of the total units were constructed before 1980. However, studies have shown that the lead-based paint hazard lessens with newer construction. That is, a unit constructed between 1960 and 1979 has a 62 percent chance of having this hazard; units built from 1940 to 1959 have an eighty (80) percent chance; units built prior to 1940 have a ninety (90) percent chance. Using this formula, the Consortium has 46,411 housing units with the presence of lead-based paint in them. This is 48.8 percent of housing units, a figure much lower than that of the state (58.4%) and slightly lower than that of the nation (49.5%). Included is a map showing the concentration of pre-1960 housing in Gloucester County. The areas with the highest percentage of pre-1960 housing are census tracts in Greenwich, Paulsboro, Westville, Deptford, Pitman, Glassboro, Newfield, and Swedesboro. In some of these communities the percentage of pre-1960 housing is over 70.0%. However, because the presence of lead-based paint in a home does not

necessarily indicate exposure to an environmental hazard, other factors must be considered to determine the risks of exposure to lead hazards.

The greatest indicator of high risk of lead hazard is the condition of the housing unit. Housing that is not properly maintained has a higher risk of exposing lead hazards since it is more likely to suffer from paint chipping and flaking, as well as paint deterioration, as a result of moisture control problems from faulty plumbing, heating or roof leaks. Because housing units occupied by low-income households are more likely to suffer from neglect and improper maintenance, estimates of older housing stock occupied by lower income households may help indicate the prevalence of lead-based paint hazards. Low-income households with young children in contaminated housing are at higher risk of lead poisoning since small children are likelier to ingest paint flakes or chips.

Children under six are the persons most severely affected by lead poisoning. These children typically constitute about seven (7) percent of the population in an area. (However, because of the age breaks in the census data, we have had to use figures for children five and under.) An examination of the census data indicates that census tracts in Paulsboro, Logan, Swedesboro, Woolwich, Harrison, Mantua, Deptford, Washington, Monroe, Clayton, and Glassboro have concentrations of children in excess of that "normal" percentage. The highest concentration of under 5 children is in Woolwich, which has 10.3 percent of the population under that age. The other municipalities average approximately 8.0 percent.

There is an overlap among the low/mod census tracts, a high concentration of pre-1960 housing, and the presence of children under the age of 5. This overlap occurs in Paulsboro, Deptford, and Glassboro. These overlap areas are ones that should receive priority in lead hazard mitigation efforts, both in terms of education and public awareness, and rehabilitation of older structures.

In addition, the NJ Dept. of Health and Human Services has deemed the following Townships to be Priority I areas for lead paint hazard mitigation:

(1) Woodbury

(4) Clayton

(2) Glassboro

(5) Swedesboro

(3) Paulsboro

(6) National Park

Thus, Gloucester County does not have a significant number of concentrations of very old housing that have a very high chance of containing lead paint. Though there are units built before 1975, which can contain lead paint, the number of units affordable to low-income households with young children is modest. (It should be noted, however, that the lead-based paint hazard remains a significant problem for other households living in high lead-base paint units.)

As a younger community, the Consortium has over 46,000 units of housing that may contain high levels of lead-based paint. Children under 6, the persons most affected by lead poisoning, are concentrated in a few communities across the County.

### **Specific Housing Objectives**

- 1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
- 2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

### **Program Year 4 (FY2013) Action Plan Specific Objectives response:**

The Gloucester County Division of Housing and Community Development has developed a plan to address the key issues raised in the course of the housing analysis, and which met the HUD requirements for elements to be addresses by this plan.

The five overarching goals, intended to benefit low- and very low-income persons are:

- 1) To provide decent housing
- 2) To provide a suitable living environment
- 3) To expand economic opportunities
- 4) Prevention of Chronic Homelessness
- 5) Increase Minority Home Ownership

Gloucester County has adopted the following AFFORDABLE HOUSING STRATEGIES.

Each of the objectives, issues, and concerns described above has been reviewed carefully by the local officials and the public to obtain consensus on the relative importance of each. Further, efforts were made to ensure that all topics of concern were fairly included and presented in this plan.

### Housing Priorities and Goals

• Priority 1: Preservation of the existing affordable housing stock in residential neighborhoods (renter and owner occupied).

**Goal:** Assist 40 lower income households during FY 2013 through the Gloucester County Owner Occupied Housing Rehabilitation Program. Some additional units will be rehabilitated through COAH Regional Contribution Agreements in the Borough's of Paulsboro

### Resources:

Federal:

CDBG, HOME and Program Income

State:

None

Private/Other Local: Local lenders, Paulsboro RCA & USDA HPG

### **Description and Proposed Accomplishments:**

The County will continue its Owner-Occupied Housing Rehabilitation Program which provides financial assistance to low and moderate income homeowners. The

financial assistance is provided for the repair or rehabilitation of substandard housing to meet local building codes and Section 8 Housing Quality Standards, and to ensure safe and sanitary living conditions. Due to reduced allocations approximately \$400,000 annually is anticipated to be made available for this program split roughly evenly between CDBG and HOME funds. Additionally, the County will supplement this funding with Program Income derived from recaptured housing rehabilitation loan proceeds and USDA Housing Preservation Grant funds.

The County will continue to work with local banks to leverage special financing packages for housing rehabilitation assistance, which will be targeted for moderate households who have greater ability to repay private loans. The county anticipates that over 40 units occupied by low and moderate income households, of all sizes and ages will be completed each of the five years of this Consolidated Plan for a total of 200 units.

**Geographic Distribution:** All of the funding provided for this program will first come first serve Countywide.

**Proposed Budget: Owner Occupied Rehab** 

FY 2013: \$453,454 (CDBG, HOME & Program Income)

**Proposed Beneficiaries:** 

FY 2013: 40 households

• Priority 2: Increase homeownership for lower income households through homebuyer assistance, new construction & Rehab / Resale

Goal 1: Assist 15 lower income households to achieve homeownership.Goal 2: Assist CHDO and other non-profit housing developers to create at

least 1 new affordable housing unit

Resources:

Federal: CDBG, HOME, Neighborhood Stabilization Program

State: NJHMFA

Local: Financial Institutions and Non-profit Organizations

### **Description and Proposed Accomplishments:**

**Homeownership** - \$170,000 in 2013 HOME Program funding is being set aside to provide homebuyers assistance to low- and moderate-income households. These funds will be used to provide down payment assistance. The existing down payment assistance program is being administered by the Gloucester County Division of Housing and community Development, which is being marketed affirmatively throughout the County. This program is being pursued with active involvement from local banks and mortgage companies that provide permanent mortgage financing for low- and moderate-income homebuyers. Subsidies of up to \$10,000 per household will be allowed. The County anticipates assisting up to 20 low- and moderate-income households annually, either current renters or owners, of all family size.

**New Construction for Homeownership –** Funding will be allocated annually to assist CHDO and non-profit organizations to construct affordable housing to be sold to low and moderate income households. Habitat for Humanity had been the principle developer of this housing under the previous five-year plan. The county conservatively estimates the creation of 4 new affordable homes during the coming fiscal year.

**Acquisition, Rehabilitation and Resale / Affordable Rental –** Gloucester County has received Neighborhood Stabilization Program funding of \$2.3M to acquire 13 foreclosed homes, which will be rehabilitated and sold to low, moderate and middle income households. It is estimated that these units will be subsidized to make them affordable. The final two homes will be sold in FY 2013.

**Geographic Distribution**: The Homebuyers Assistance Program and New Construction-Sales Housing Program are available County-wide. The Acquisition, Rehab & Resale Program is part of the County's NSP program and was restricted to Paulsboro and Woodbury.

**Proposed Budget: Homebuyer Assistance** 

FY 2013: \$170,000 (HOME & Gloucester County Housing Auth.)

**Proposed Beneficiaries:** 

FY 2013: 15-20 households

**Proposed Budget: New Construction - Sales Housing** 

FY 2013: \$68,370 (HOME funds)

**Proposed Beneficiaries:** 

FY 2013: 1 household

Proposed Budget: Acquisition, Rehab Resale - Sales Housing

FY 2013: Sales Proceeds from NSP program

**Proposed Beneficiaries:** 

FY 2013: 2 households

 Priority 3 Preservation and expansion of existing affordable housing through Tenant Based Rental Assistance.

**Goal:** Assist 85 lower income households by FY 2014 through the Tenant Based Rental Assistance Program administered by the Housing Authority of Gloucester County

Resources:

Federal: HOME

### **Description and Proposed Accomplishments:**

The County will continue its Tenant Based Rental Assistance Program which rental housing assistance to individuals and families that are homeless. Approximately \$45,000 annually is anticipated to be made available for this program with HOME

funds.

The County anticipates that up to 8 to 10 households will be assisted each of the five years of this Consolidated Plan for a total of 85 units.

**Geographic Distribution:** All of the funding provided for this program will be first- come-first-serve Countywide.

**Proposed Budget: TBRA** 

FY 2013: \$45,000 (HOME)

**Proposed Beneficiaries:** 

FY 2013: 9 households

## **Needs of Public Housing**

- 1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
- 2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

### Program Year 4 (FY 2013) Action Plan Public Housing Strategy response:

1. The County wishes to maintain an excellent quality of life and living environment for its public housing tenants. The Gloucester County CDBG and HOME programs are involved in funding a Tenant Based Rental assistance program through the Housing Authority of Gloucester County. The County will provide \$45,000 of HOME funds to assist 8 to 10 homeless and at-risk households with temporary rental assistance while permanent housing is being sought. The Gloucester County Neighborhood Stabilization Program funding was used to acquire 13 foreclosed homes that were rehabilitated, 11 of which have been sold to low and moderate income households. The remaining 2 will be sold in 203. The County is working with residents of the Housing Authority of Gloucester County to determine if any public housing residents are eligible and qualified to participate in this homeownership opportunity.

#### Resident Involvement:

The Housing Authority of Gloucester County requires each non-exempt adult public housing resident to contribute a minimum of 8 hours of community service per month or participate in an economic self-sufficiency program for a least 8 hours per month. Residents will be refers the Gloucester County Volunteer Center which acts as a clearinghouse for residents to offer their time or services to organizations in need of volunteers. The Authority shall consider activities that are designed to encourage, train, or facilitate economic independence as valid activities.

The Glassboro Housing Authority identifies the promotion of resident participation in its 2010 goals. The plan the need for "Effective Resident Organization Partnerships": Develop residents organizations on sites. Support and promote effective partnerships with resident organizations to insure proactive support for building, managing and maintaining sound, safe, affordable communities. The indicated "Performance Measure" id that resident councils will meet on a regular basis and consistently work with the Glassboro HA regarding problem identification and pursuing positive approaches to addressing community issues; the extent to which the vast majority of resident adults, their children and guests are in compliance with the terms and conditions of the lease provisions, especially related to drug-related criminal and/or violent behavior, which disrupts the

peaceful enjoyment of the premises by the other residents.

2. Neither of the public housing authorities operating in Gloucester County are designated a "troubled" or otherwise are performing poorly. The Housing Authority of Gloucester County does not expect to lose any inventory over the next five years. The Glassboro Housing Authority has demolished its public housing developments and replaced them with housing vouchers.

## **Barriers to Affordable Housing**

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

#### Program Year 4 (FY 2013) Barriers to Affordable Housing response:

The national goal of decent, safe and sanitary housing for every American is the basis of the National Affordable Housing Act. As narrated in the County's 2010-2014 Consolidated Plan, despite the great demand for more affordable housing, its supply has remained limited. Many developers and builders have cited government regulation as factors affecting production costs. In addition, some public policies inadvertently have made certain types of residential development less desirable, therefore, less profitable. Although public policies and governmental regulations are essential to endure the public's health, safety and welfare, they also can limit market production efficiencies. Described below are a few that may be limiting the supply of affordable housing in Gloucester County. The programs, regulations and conditions discussed below affect land and housing cost. Some of these policies have their origin in a higher governmental authority than Gloucester County.

The most important impediment revolves around the lack of Federal and State resources for affordable housing initiatives. This condition has become even more severe due to the recession and the budget cutting at both the State and Federal level. The reduction in the HUD CDBG and HOME Program budgets in FY 2011 combined with a 16% CDBG and 32% HOME cut for 2012 creates limited options to create affordable housing, improve lower income neighborhoods and provide services to low income clientele. While the anticipated further reduction for FY 2013 did not occur, the increase in CDBG coupled with the decrease in HOME neted a nominal increase and will do nothing to overcome the previous lost allocations.

Gloucester County and its municipalities do not put any limitations on growth. Through vehicles such as zoning ordinances, subdivision controls, permit systems, housing codes and standards new construction restrictions and rent control, Gloucester County has attempted to minimize the barriers that may impede the development of affordable housing.

#### The Affordable Housing Dilemma

The Median Value of an existing owner occupied housing unit in 2000, according to the Census, was \$120,100, but according to the 2006-2008 ACS Estimate that value had risen to \$238,200, doubled in roughly seven years. Even with the down turn in the economy, the current housing prices are well beyond the word "affordable" to many County residents. Historically, the general rule for housing affordability has been a household spending 2.5 to 3 times their annual income on a home purchase and no more than 30% of a household's monthly income for shelter costs, including mortgage and taxes or rent, utilities and other housing expenses. Statistically the average family in Gloucester County can afford an average house, since the median household income (MHI) is \$78,300. Obviously, while \$78,300

may be the County's Median family income, it is not very low, or low income.

### **Expanding Locations and Development Potential**

The housing market in Gloucester County is complex and strongly influenced by many factors beyond the control of the County or the individual municipalities. The housing market and housing costs can, however, be influenced through land use and zoning decisions lot size requirements, incentives for developers and allowances for multi-unit developments.

### **Eliminating Unnecessary Development Cost**

The costs of construction are more complex than the costs of land, utilities, materials, labor, financing or other soft costs. Regulations can add significant costs to new home construction.

Non-regulatory Barriers to Affordable Housing: Many of the largest construction costs are things that local regulations have little effect upon.

- Rapidly increasing land costs
- The costs of building materials
- Rising interest rates (not currently a concern)
- Labor costs

Regulatory Barriers to Affordable Housing: Zoning regulations have a significant effect on housing prices.

- Limiting the amount of land zoned for densities that promote reasonably priced homes affect those with the least money to spend on housing.
- Excessive requirements for lot size
- Infrastructure financing tools, such as impact fees or land dedications.
- Length of the approval process
- Federal and State environmental regulations

## **Cutting Building Costs, Not Quality**

Between 2001 and 2005 the cost of construction in the Northeast rose by 29%. While little can be done about rising labor and materials costs, local builders can adjust home design and construction processes to help lower costs. These include building smaller units, coordinating subcontractors and employing energy-efficient design.

#### **Market Conditions**

The major barrier to affordable housing in Gloucester County is the high cost of housing created by a demand for housing, both existing and new, which exceeds the current supply. Increased demand has served to drive prices for new homes upward prior to the current recession in the housing market.

In addition, the cost of site acquisition is very high, and construction costs in metro Philadelphia/ New Jersey are among the highest in the nation. These facts make Gloucester County housing construction expensive and put affordable housing out of the reach of low-income households.

**Action:** It is beyond the ability of the County or any of its municipalities to control market forces.

### 1. Funding

This impediment involves the <u>lack of Federal and State resources for affordable housing initiatives</u>. Continuously shrinking Federal and State funding sources to subsidize affordable housing projects is limiting opportunities. Non-profit developers lack adequate capital for pre-development expenses. This severely limits their ability to aggressively explore the feasibility of potential projects as prospects arise.

**Action:** Gloucester County through the use of HOME funding continues to assist non-profit affordable housing development. The County's FY 2013 HOME allocation has been again reduced from FY 2012. In 2013 the County anticipates that HOME funds will construct one affordable housing unit through Habitat for Humanity or People for People. The County will continue to provide technical assistance to non-profit organizations seeking state and federal funds for affordable housing development both rental and homeownership.

#### 2. Low Incomes

The relatively low-income level of many of the residents of the County is another significant impediment to affordable housing. The level of subsidies required to engage developers in the construction of affordable housing is often quite high, and this limits the number of units that can be built in any given period. Low incomes also make it more difficult for potential homeowners to accumulate the funds for down payments, or to qualify for loans with many financial institutions. Deeper subsidies are needed to entice private developers and qualify potential buyers.

**Action:** The County will assist 15 to 20 lower income families to become home owners by continuing the homebuyers program in the coming fiscal year.

#### 3. Federal and State Regulations

Some federal and state regulations, especially those related to the production and conservation of affordable rental units represent a barrier to affordable housing. The state rental rehab program has burdensome paperwork requirements that are very time consuming and discourage participation in the program. Lengthy turnaround time on applications and on project draw-downs also discourage participation.

There are several other examples of well intentional federal and state regulations that were created to abate specific problems but in the process have created obstacles to the development of affordable housing. Two examples would be historic preservation rehab guidelines and the new lead-based paint regulations. Both regulations were created to address broad-based problems; however, the unintended consequences of the regulations have brought more expenses in developing or rehabilitating older housing. The lead hazard regulations implemented by HUD have impacted the feasibility of completing housing rehabilitation projects by municipalities. The cost of each individual rehab project has significantly increased, causing low and moderate income households that need assistance to be placed on an extensive waiting list. While the regulations have a public safety intention, the actual impact has been to limit projects.

The New Jersey Council on Affordable Housing (COAH) has formulated goals for

affordable housing for municipalities throughout the State. Presently the State is proposing major changes to COAH which could change its influence over the construction of affordable housing. The process of re-defining the role of COAH could take a year or longer to be finalized. COAH's effect on the affordable housing market cannot be defined at this time.

**Action:** Work with HUD and NJDCA to develop additional financial resources and a pool of qualified contractors to address the reduction or elimination of lead-based paint hazards. Continue to follow the progress of the Council on Affordable Housing (COAH) and assist municipalities to conform to the regulations that get enacted.

#### 4. Local Land Use Controls

Excessive design and site improvement standards, impact fees and exactions are some of the land use controls used by municipalities, that increase building costs and effectively raise the price of housing. As mentioned elsewhere, limited or improper zoning for high-density residential use in areas with inadequate infrastructure also raise housing prices, since developers either are forced to build at lower densities or must incur additional cost to install the necessary facilities.

**Action:** Work with municipalities to assess zoning, design guidelines, and local government standards to ensure that these elements of the construction process do not hinder the creation of affordable housing.

### 5. Building and Connection Fees

To some degree, the fees to construct a new house, including connection fees to municipal water and sewer systems and new State approved development fees are a barrier to new affordable housing. Presently, these fees cannot legally be reduced or waived as they are set by municipal ordinances.

**Action:** Review building fee ordinances if requested by municipalities and recommend modifications as necessary; investigate possibility of non-profit organizations having fees waived.

#### 6. Property Taxes

Property taxes generate revenue to support a broad array of public facilities and services at the local and township level of government. Heavy reliance on property tax to provide local services has made communities more wary of intensive residential development. Communities tend to favor non-residential or low-density residential uses, which are perceived to require fewer services. This leads localities to limit the amount of land available for the production of more affordable housing by imposing restrictive zoning and land use regulations.

Also, it is recognized that property taxes are a significant housing cost and therefore can impact affordability. One impact of high property taxes is that taxes are part of a household's monthly housing costs. Thus a potential homeowner who can afford his mortgage may not qualify when property taxes are factored in. The State of New Jersey is known as a high property tax state.

**Action:** Work with municipalities when requested to evaluate local expenditures and to develop alternative funding options, including various grant and loan program available through state and federal sources.

## 7. Building Codes

Building Regulations are essential to protect the health and safety of citizens and the general welfare of the community. While building codes have positive contributions, they often contribute to increased construction costs. The state's uniform building code comes under the authority of the NJ Department of Community Affairs and was adopted by New Jersey in 1977. The code is administered by local officials who are licensed and regulated by NJDCA.

Building codes are designed to insure a reasonable building life. However, the uniform code tends to be conservative and slow to accept innovative techniques.

**Action:** Work with municipalities as requested to see that codes are properly enforced, but do not inhibit the development of affordable housing.

## 8. Permit Delays

Development in New Jersey includes several governmental levels and agencies in the approval process, either directly or indirectly. Approvals must be obtained from several state and regional agencies, utility authorities, soil conservation districts, as well as, the municipal planning board. The time delays and duplicative requirements from different levels of government have increased the cost of land development in New Jersey, and has made the production of affordable housing much more difficult.

Several years ago the New Jersey Builders Association estimates that half of the projects that complete the permit process take more than three years to do so. One estimate of the cost of the delays caused by the lengthy approval process is one percent per month, suggesting that the residential construction process can add more than 30 percent to housing costs.

• The Uniform Site Standards were developed statewide to try to address this impediment.

#### 10. Other Issues

- The "Not In My Backyard" (NIMBY) response
- Achievable rents without subsidies for low and moderate income persons are too low to meet operating expenses thereby making some projects infeasible to finance or require high subsidies

### Strategies to Address the Barriers to Affordable Housing

The County has identified the public policies that impact the cost of housing and the incentives to develop, maintain, and improve affordable housing. Many of these policies fall beyond the County, which has no legal or regulatory authority of its own. Indeed, some of the issues described above are beyond the authority of any single agency or level of government.

Issues that can be addressed at the municipal level include local tax policy, land use controls, building codes fees and charges, growth limits, zoning ordinances and policies that affect the return on residential investment. To varying degrees the Consortium municipalities each have addressed their zoning and land use regulations in an attempt to make them as equitable and open as possible.

Development standards, though they sometimes add costs to construction or rehabilitation, are necessary for the safety and health of residents and are in place in most of the participating jurisdictions. Efforts have been made to streamline and facilitate the permitting process locally by most of the municipalities. Several municipalities employ impact and linkage fees for new development in an attempt to pay for the construction of roads, sewers and other infrastructure improvements required by new development.

## **HOME/American Dream Down payment Initiative (ADDI)**

- 1. Describe other forms of investment not described in § 92.205(b).
- 2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
- 3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
  - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
  - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
  - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
  - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
  - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
  - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
- 4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
  - a. Describe the planned use of the ADDI funds.
- b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
  - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

#### Program Year 4 (2013) Action Plan HOME/ADDI response:

1. Gloucester County continues to fund four activities, other than Administration, from their HOME allocation. In FY 2013 the County has allocated \$126,852 for Owner Occupied Housing Rehabilitation Assistance, \$45,000 for Tenant Based Rental Assistance, \$170,000 for the Home Buyers Program and \$68,370 for non-profit affordable housing development by a designated CHDO.

#### **Owner Occupied Housing Rehabilitation Assistance Program**

The County will continue its Owner-Occupied Housing Rehabilitation Program which provides financial assistance to low and moderate income homeowners. The

financial assistance is provided for the repair or rehabilitation of substandard housing to meet local building codes and Section 8 Housing Quality Standards, and to ensure safe and sanitary living conditions. Approximately \$400,000 annually is anticipated to be made available for this program. In 2013, in addition to HOME funds, the County has allocated \$281,602 of CDBG and \$45,000 in Program Income funds to this activity. As Program Income is received from recaptured housing rehabilitation loan proceeds, these projected funds will be adjusted.

The County will continue to work with local banks to leverage special financing packages for housing rehabilitation assistance, which will be targeted for moderate households who have greater ability to repay private loans. The County anticipates that over 40 units occupied by low and moderate income households, of all sizes and ages will be completed in 2013. All of the funding provided for this program will be on a first-come-first-serve basis Countywide.

#### **Homebuyers Assistance Program**

\$170,000 in 2013 HOME Program funding is being set aside to provide homebuyers assistance to low- and moderate-income households. These funds will be used to provide down payment assistance. The existing down payment assistance program is being administered by the Gloucester County Division of Housing and Community Development, which is being marketed affirmatively throughout the County. This program is being pursued with active involvement from local banks and mortgage companies that provide permanent mortgage financing for low- and moderate-income homebuyers. Subsidies of up to \$10,000 per household will be allowed. The County anticipates assisting up to 20 low- and moderate-income households annually, either current renters or owners, of all family size.

#### **New Construction for Homeownership or Rental Housing**

\$68,370 in HOME funding is allocated in 2013 to assist a CHDO non-profit to construct affordable housing to be sold to low and moderate income households or retained by the non-profit as affordable rental units. Habitat for Humanity provides housing for homeownership and has been the principle developer of housing under the previous five-year plan. The county has two certified CHDOs, Habitat for Humanity and People for People. Requests for Proposals are being accepted from both CHDOs and other non-profit affordable housing developers for use of the 2013 funds. The county conservatively estimates the creation of 4 new affordable homes during the coming fiscal year.

### Acquisition, Rehabilitation and Resale / Affordable Rental

Gloucester County has received Neighborhood Stabilization Program funding of \$2.3M to acquire 13 foreclosed homes in Woodbury and Paulsboro which have been rehabilitated and 11 sold to low, moderate and middle income households. These units are being subsidized to make them affordable. This program completed 2 units in FY 2010, 9 units in FY 2011 and 2 units in FY 2012. The final 2 units will be sold in FY 2013.

**Geographic Distribution**: The Homebuyers Assistance Program and New Construction-Sales/Rental Housing Program are available County-wide. The

Acquisition, Rehab & Resale Program is part of the County's NSP program and is restricted to Paulsboro and Woodbury.

#### **Tenant-Based Rental Assistance**

The Gloucester County Board of Social Services occasionally has contact with families and individuals who are either homeless or in danger of becoming homeless and for whom there is no source to provide homeless prevention services.

The Gloucester County HOME program has allocated \$45,000 in funds for Tenant Based Rental Assistance to assist an estimated 8-10 households. It is understood that this rental assistance is temporary. The Housing Authority will strongly encourage recipients to apply for more permanent assistance through the Housing Authority's other programs.

Where HOME-assisted project units are made available for rent, the County through the Gloucester County Housing Authority will comply with affordability controls and income targeting requirements for rental housing, as contained in 24 CFR 92.252. The County Housing Authority will also be responsible for the administration of rents, monitoring of tenant eligibility, and to ensure the on-going maintenance of all project units during the period the tenant receives rental subsidies.

## 2. Resale/Recapture Provisions

If HOME-assisted project units are made available for sale, the County and its sub recipients will comply with home buyer guidelines for any resale, as are contained in 24 CFR 92.254 (a) (4). In effect, the following guidelines must be followed to ensure affordability of the housing unit:

- Owner-occupied housing must remain affordable to low-income home buyers up to 20 years for newly-constructed housing and 15 years for all other housing based on the total owner assistance provided. Affordability begins at the time of the initial sale to the home buyer. To insure compliance with such requirements, the County or its sub recipients shall place a lien on the property requiring repayment of the assistance proportional to the time that the owner has been in the unit.
- Rental housing that is assisted with HOME funds must also remain affordable for up to 15 years or 20 years for new construction. During the period of affordability tenants must be annually re-certified as meeting the Section 8 income limits set by HUD and the units must be inspected. The affordability of the units will be enforced by deed restrictions following the schedule prescribed in 24 CFR 92.252(a)(5).
- 3. Gloucester County will not use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds.
- 4. Gloucester County will not receive ADDI funding since 2008

## **Affirmative Marketing**

HOME funding will be made available in conformity with the nondiscrimination and equal opportunity requirements specified in statutes and regulations (24 CFR 92.35 1 (b)). The County of Gloucester has procedures and requirements that require developers of housing to affirmatively market all HOME housing with five or more units through the provision of information regarding the availability of units that are vacant after construction or rehabilitation or that later becomes vacant. Affirmative marketing steps listed below together with good faith efforts to provide information and otherwise attract eligible persons from all racial, ethnic, and gender groups in the housing market area to the available housing. The County has established the procedures, requirements and assessment criteria for marketing units in the HOME Program that are appropriate to accomplish affirmative marketing objectives. The County will provide for the annual assessment of the affirmative marketing program to determine that the policy is followed along with good faith efforts to ensure that procedures, requirements, objectives and, as necessary, corrective actions have been taken. The following affirmative marketing policy consists of five components and has been, by incorporation into the HOME Program design documents, adopted by the County of Gloucester.

- a. Methods for Informing the Public, Owners and Potential Tenants about Federal Housing Laws and Gloucester County Affirmative Marketing Policy.
  - Gloucester County will issue a press release at the following times:
  - 1. Upon receipt of approval of the program description.
  - 2. When applications for the program are being accepted.
  - 3. At the execution of project contracts with developers.
  - 4. When other items of interest develop.

The press releases will be issued for publication to County newspapers serving the area population.

Special outreach efforts will be made to disabled persons and female-headed households through social service agencies whose clientele would include those persons. Division of Housing and Community Development will also network with the many social service agencies within its jurisdiction to address this population. In particular, the County Office for Disability Services will play integral parts in ensuring that the disabled population and their needs are addressed.

Each owner will be required as part of the affirmative marketing procedures to execute within the agreement a certification with respect to affirmative marketing. Affirmative marketing steps will consist of good faith efforts to provide information and otherwise attract eligible persons -from all racial, ethnic and gender groups in the housing market area to the available housing. Procedures required shall be the use of community organizations, churches, employment centers, fair housing groups, and/or housing counseling agencies to bring to the forefront awareness of projects funded by HOME and their implications for area residents. Such participation may take the form of letters from project owners to such groups, as well as the posting of a sign in the lobby of the building indicating project description, project funding source and project impact. All displays shall reflect the equal opportunity logo type or

slogan displayed on the poster.

Specifically, for each owner/sponsor, the affirmative marketing requirements and procedures must include:

- 1. Methods for informing the public and potential tenants about federal fair housing laws and the grantees affirmative marketing policy (such as the use of the Equal Opportunity logo type or slogan in press releases and written communications to fair housing and other groups).
- 2. Requirements and practices each owner must adhere to in order to carry out the grantee's affirmative marketing procedures and requirements (i.e., use of commercial media, use of community contracts, use of the Equal Housing Opportunity logo type or slogan, display of fair housing poster).
- 3. Procedures to be used by owners to inform and solicit applications from persons in the housing market area who are not likely to apply for the housing without special outreach (i.e., use of community organizations, churches, employment centers, fair housing groups or housing counseling agencies).
- b. Procedures to be Used to Inform Persons of All Racial, Ethnic and Gender Groups About the Availability of Vacant Rehabilitation Units

Subsequent to the Newark Area Office of HUDs notification of its approval of the Application for HOME, it will publish in designated County newspapers a display ad containing the public notice of the availability and nature of housing assistance under the HOME Program in Gloucester County. The notice will run at least once and will include prominent use of the Equal Housing Opportunity slogan in bold face type. The public notice will be designed in conformance with 37 CFR 6700, ADVERTISING GUIDELINES FOR FAIR HOUSING, 4/1/72. A copy of the public notice will contain the Equal Opportunity Logo type and slogan. A copy of the notice will be maintained in the agency files.

The County of Gloucester will issue press releases at the following times:

- 1. Upon receipt of approval of the program and to give general information.
- 2. When applications are being accepted.
- 3. At the execution of the contract.
- 4. When human interest stories develop.

The releases will be issued to the designated County newspapers. Social service agencies to which special need households are referred will be contacted and provided with program information and opportunity for program participation.

c. Procedures to be used by Owners to Inform and Solicit Applications From Persons in the Housing Market Area Who Are Not Likely to Apply for Housing Without Special Outreach.

The 2000 U.S. Census Data shows that the County of Gloucester contains several rural areas with pockets of housing in need of repair. Therefore, special outreach efforts will be directed to these areas by the County.

As part of the agreement commitments for rental rehabilitation assistance, each owner will be required to:

- 1. Use of the Equal Housing Opportunity logo, slogan, or statement in all advertising
- 2. Where appropriate to advertise, use media, including minority outlets, likely to reach persons least likely to apply for the housing.
- 3. Accept fair housing policy.
- 4. Display a Fair Housing poster in the rental and sales office.
- 5. Where there is a project sign, display the Equal Housing Opportunity logo.
- d. Records That Will Be Kept Describing Efforts Taken by the County and the Owners to Affirmatively Market Units and Records to Assess the Results of These Actions

The County and the owner will be required to maintain the records showing the results of rental interest, including property characteristics with respect to unit availability, size, occupancy and rent; income characteristics with respect to the area median and those below 50 percent, between 50 percent and 80 percent, above 80 percent; race and ethnicity; household size; female head-of-household characteristics; and type of rental assistance sought, if applicable. These data will be compared to actual program or project rent-up and an assessment will be made with respect to program interest and satisfaction of area need relative to household type seeking assistance.

- e. Description of How the County of Gloucester Will Assess the Affirmative Marketing Efforts of Owners and the Results of Those Efforts and What Corrective Actions Will Be Taken Where an Owner Fails to Follow These Affirmative Marketing Requirements.
  - The County and the owner participant in the HOME Program will assess affirmative marketing efforts and the impact of these efforts by an evaluation of the data described in the previous paragraph.
  - Corrective actions, which may be taken for failure to follow affirmative action requirements, may include debarment from other publicly-funded programs, notification of improper actions being sent to the U.S. Dept. of Housing and Urban Development, and legal actions.

## **Specific Homeless Prevention Elements**

- Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive
  during the next year to address homeless needs and to prevent homelessness. These include the
  McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and
  private funds targeted to homeless individuals and families with children, especially the chronically
  homeless, the HUD formula programs, and any publicly-owned land or property. Please describe,
  briefly, the jurisdiction's plan for the investment
  and use of funds directed toward homelessness.
- Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
- Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
- 4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
- 5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

### Program Year 4 (2013) Specific Homeless Prevention Element response:

The County's strategy for implementing its homelessness program is a multiple approach to the problem, focusing on the prevention of homelessness and the provision of emergency services for homeless persons and families.

The strategy for eliminating chronic homelessness flows from the priorities described in the Consolidated Plan. Treating the homeless and providing the means and support necessary to make the transition to permanent housing and independent living are all a part of the efforts and programs in place in the County. The institutions and structure to properly address this issue are in place and are described in the homeless inventory section of the Plan.

As noted earlier in establishing our priorities, the prevention of homelessness is a key element in our efforts. By providing rehabilitation assistance and referral services for low-income households the County aims to prevent the conditions that would precipitate homelessness.

The County plans to employ the resources of the CDBG program, the HOME program, the Workforce Investment Board, the municipal housing authorities, the County Board of Social Services, and a number of not-for-profit service providers to achieve our goals.

The five-year goal is to make significant steps in eliminating the sources of homelessness by providing not only emergency assistance to the homeless, but

also by providing assistance to very low- and low-income households that are threatened by homelessness. The objective is to assist low-income households or individuals who are homeless or in danger of becoming homeless with housing rehabilitation funds, emergency repair funds and other forms of emergency assistance through the Homelessness Prevention and Rapid Re-housing Program (HPRP).

Based on the Continuum of Care the County proposes the following strategies and objectives to address the issue of homelessness:

# Priority: Increase Housing Facilities and Services for Homeless and Special Needs Populations

**Description and Proposed Accomplishments:** For the five year Consolidated Plan (2010-2014) period, the County will be allocating approximately \$750,000 in CDBG funding for public services that address the needs of special populations. The specific services to be assisted annually will be determined through a Request for Proposal process. For 2013 the proposals are to be submitted to the Division of Housing and Community Development by May 30, 2012. A determination will be made and details of these activities provided in this narrative prior to submission to HUD on July 15, 2013. The funding provided will leverage other social service and private funding available to these non-profit agencies.

Housing counseling and homeless prevention assistance will be provided through HPRP funding for the period 2009-2011; ongoing information and referral services for the disabled community through the Gloucester County Office of Disability Services.

**Geographic Distribution:** To be completed after a determination of exactly which public, other that Boys & Girls Club will be assisted in FY 2013. The Boys & Girls Club of Gloucester County serves all residents of the County.

**Description and Proposed Accomplishments:** Approximately \$1.0 Million in funding from the Social Services Block Grant (SSBG), Social Services for the Homeless (SSH), Emergency Assistance (EA) and Federal Emergency Management Agency (FEMA) programs have been allocated to provide emergency shelter and transitional housing for the homeless.

**Geographic Distribution:** All assistance for the emergency and transitional housing is available to residents Countywide. For the most part, the facilities are scattered throughout the County. The family shelter is located in Elk Township, transitional housing facilities are located in Glassboro and Paulsboro, and hotels and motels used for placement are available throughout the County.

# Priority: Improve coordination and communication among homeless and supportive service providers.

The County hopes to be able to continue the coordination and participation gained from the citizens participation process for the development of this Annual Plan. Stronger ties among service agencies, especially among social service providers, permanent housing providers, and training and employment service providers will be sought to provide a "continuum of care" for those most in need. The participation in CEAS Committee activities will be continued to be encouraged. Additionally, tighter data collection, analysis and dissemination methods for needs information are being undertaken so that program and resource planning can be accomplished more effectively. These activities will be pursued with general administrative funding from various federal and state programs, including SSBG (Social Services Block Grant).

Center for Family Services is an independent non-profit human services organization that provides a full-range of counseling services to individuals, families and communities throughout South Jersey. The Center has more than 40 programs focusing on children and families. With shelters and parenting programs, families are strengthened and children receive the hope they need to strive for a better future.

CFFS manages the Mother/Child Residential Program and the Domestic Violence Safe House.

<u>Mother/Child Residential</u> provides emergency and transitional housing for homeless single women and their children. Females who are homeless, pregnant, and/or parenting one to three children under the age of eight are eligible to participate. Mother/Child Residential accepts referrals from potential clients, community service agencies, the County Board of Social Services and the NJ Division of Youth and Family Services. Women receive assistance with meeting educational goals, seeking employment and locating permanent housing. In addition, women receive daily educational classes in nutrition, parenting, healthy living, home management and communication skills. CFFS operates Mother's Arms Day Care providing nurturing care in a filly licensed, homelike environment from children from birth to 24 months. Mother's Arms accepts children from the community and from residents of Mother/Child Residential.

<u>SERV</u> is the New Jersey State Designated Domestic Violence Program for Gloucester County. SERV protects the rights of the survivors to ensure they are treated with compassion and dignity. Support is offered for those close to the survivor through education, guidance and counseling. Domestic violence support groups are available in Gloucester County to women and children who are victims of domestic violence.

<u>Safe House</u> – CFFS provides 24hour emergency safe housing for women and their children suffering for domestic violence. Safe House stays are available while women develop plans to lead violence-free lives. The Safe House provides an

opportunity for women to be safe, to access legal, counseling, resources and options available to them and their children.

The County has developed and implemented a Discharge Coordination Policy in order to prevent the discharge of persons from medical institutions or other systems of care resulting in homelessness. Discharge policies and programs are in place in a number of instances. The County will continue to coordinate consultation between the agencies and institutions involved to assure the creation of viable and realistic policies and programs. However, it should be noted that the lack of affordable housing in Gloucester County sets many individuals up for failure and results in increased recidivism.

## COMMUNITY DEVELOPMENT

## **Community Development**

- 1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
- 2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

  \*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

#### Program Year 4 (2013) Action Plan Community Development response:

The **primary objective** of the County's non-housing community development activities is the provision of a suitable living environment and the expansion of economic opportunity for low and moderate income persons. This definition includes a wide range of programs and activities.

Non-housing Community Development needs and priorities were identified in the course of preparing this Consolidated Plan through a *Housing and Community Development Needs Survey* completed by municipal officials and administrators, residents, county officials and staff, and a wide range of service providers and public agencies. These survey responses and public comments at a series of public hearings are described in the public participation section of the Consolidated Plan The Division of Housing and Community Development is also in contact with non-profit organizations that provide social services to the low and moderate income population of Gloucester County. These organizations often raise issues and concerns or make requests about improvements or conditions in the low/mod neighborhoods. The County has considered the many and varied needs, and the funding and project selection process reflect the input and weighing of needs and requests in light of the overall objective.

In addition the County has established the following objectives to provide a ranking and to integrate economic, physical, environmental, community and human development objectives in a comprehensive fashion. These objectives provide for significant change and improvement in our County in light of public input and visions of our future. These objectives are:

◆ To provide high quality public facilities, such as parks, Senior Centers and community centers to low and moderate income persons and to provide adequate public improvements, such as streets, sidewalks and sewer, in low and moderate income neighborhoods

- ♦ To provide a wide range of quality services, including and youth recreation, educational and homeless youth services, to low and moderate income persons
- ♦ To promote economic development activities as a means to provide job opportunities and economic growth, and to reverse economic decline, especially for low and moderate income households
- ♦ To conserve and renew older neighborhoods and to improve citizens living environment, including security and safety
- ◆ To promote increased private investment and activity in community development activities

This FY 2013 Annual Action Plan clearly defines each specific objective and provides detailed information in the Project Descriptions, and the Project Sheet Narratives in Section 3.

The primary obstacle to meeting underserved needs is a lack of funds. There are many needs in all of the areas - public facilities, public services, infrastructure, and economic development – and municipal resources go only so far. The development of more and better jobs for low and moderate income persons would help reduce the scale or scope of needs as well.

The Strategic Plan covers a period of five years and addresses the highest priority of activities in a number of categories. The non-housing categories include Public Infrastructure Improvements, Public Facility Improvements, Public Services, and Economic Development, as well as Planning and Administration. The Community Needs Table is comprised of subcategories with ratings of Low, Medium, and High. It also estimates a five year total expenditure for each subcategory.

An examination of annual allocation of CDBG funds will show that the County has always emphasized expenditures which would remain a sound investment over time. Rehabilitation of housing and public facilities as well as economic development efforts have been a constant priority. Further, expenditures on high priority services are usually made only where other sources could not be located.

The Five-Year Consolidated Plan provided a detailed description of the non-housing community development needs. In summary the specific strategies are:

### 1) Increase Support for a Wide Array of Public Services

As indicated by the results of the priority needs survey and comments received during the public comment period during the Consolidated Plan process, public service needs with respect to youth and seniors are a high priority in the County. Funding shortfalls due to cutbacks in numerous state and federal programs, have limited the capacity of many existing service programs. However, the needs for services continue to increase as the County population grows and household financial/economic conditions have declined in recent years.

Supportive services such as transportation and childcare are essential in obtaining

and maintaining employment and are a growing necessity for many households. The growing need for other services such as those for senior citizens and the disabled, are an indication of the transformation of today's households. More and more persons with special needs are looking to live independently, outside of institutions. However, essential services must be made available to them to assist them in maintaining these self-sufficient lifestyles. Youth services are also essential to foster leadership and achievement in today's youth, who are more often disillusioned and disenfranchised. Providing these services at this early stage can prevent the need for further intervention and assistance in a person's adulthood.

Accordingly, the County, for the short and long-term, will fully utilize its 15% set-aside in CDBG funding to provide the financial support for the priority needs services. These services will be targeted specifically to benefit low-income youth, seniors and the low and moderate income. The funds will be awarded to service agencies or community groups, through an annual RFP process. All proposals for funding received by the Department of Economic Development, Division of Housing and Community Development, will be reviewed by the staff and the county administration. This procedure will ensure that the projects to be funded address the needs of the County and its residents and that they meet the goals and objectives of this Consolidated Plan. The County proposes to assist the following four public service programs in FY 2013; 1. Boys and Girls Club of Gloucester County, 2. Genesis Save the Children, 3. The Food Bank of South Jersey, 4. The Newfield Terrace Community Center and 5. The Center for Family Services

**Resources:** Additionally, the County, through its staff at the Department of Economic Development, Division of Housing and Community Development, will provide technical and administrative assistance for the preparation of any application for additional public or private funding. The Human Services Advisory Council will also coordinate the administration of and application for other state and federal service programs, such as the Social Service Block Grant, the Community Service Block Grant, funding from the Federal Emergency Management Agency, and funds made available through the NJ Department of Human Services, the Division of Youth and Family Services, and the Department of Community Affairs.

# 2) Provide Financial Assistance and Technical Support for Public Facility and Infrastructure Improvements

As already mentioned above, growing populations and time have increased the burden on existing infrastructure and public facilities and spurred the need for new, expanded or improved ones. Many municipalities have found it difficult to keep up with the need for these improvements, in light of dwindling resources. Other than local taxes, limited funding is available to finance public projects such as these. The New Jersey State Budget proposed for July 2013 through June 2014 provide minimal, if any, increases of funding for municipal and school aid. Additionally, many state programs that provide infrastructure and social service funding in the past year have been significantly reduced and many were eliminated. Municipalities must look closer at Federal programs that were once considered too cumbersome with respect to application preparation, administration and data gathering.

Because the CDBG Program is one of the very few programs that allow for the use of funds for public facility and infrastructure improvements, for the short and long-term, the County will continue to provide the financial assistance to municipalities to carry out such projects. However, this assistance will be limited to projects that are targeted in low-income areas or that serve low-income persons, such as the elderly, the disabled and the homeless. Municipalities that are part of the Gloucester County Urban County Program compete annually for a share of the CDBG budget to carry out public facility and infrastructure improvement projects. All proposals for funding received by the Department of Economic Development, Division of Housing and Community Development, are reviewed by the staff, planning consultant, and County administrator. These funds are assigned on a competitive basis and are often awarded to projects that have secured additional funding and can ensure timely completion. The County proposes to provide assistance for six (6) municipal infrastructure and public facilities projects during FY 2013.

Resources: The staff of the Department of Economic Development, Division of Housing and Community Development, and its consultants will also provide administrative and technical support for applications for other public and private Loans for Community Facilities and Water and Waste Water funding, such as: Facilities available through the Rural Economic and Community Development Agency; Casino Reinvestment Development Authority funding; Green Acres Program funding; SBA Tree Planting Program funding; Historic Preservation Grant Program funding; Federal Transportation Enhancement and Safe Routes to Schools funding; and NJDOT Centers of Place and Safe Routes to Transit. The County will also explore alternatives that will allow municipalities to cooperatively address regional needs, such as the provision of water and sewer, solid waste disposal and Additionally, the Gloucester County Improvement Authority recreational needs. already has the capacity to issue municipal bonds, for public improvements, for a group of municipalities collectively, thus reducing the cost.

### 3) Foster Local Economic Development and Neighborhood Revitalization

With the growing ranks of homeless and households in need of financial assistance for housing, among other necessities, it is evident that there is growing need for employment opportunities for the County's residents. Additionally, because economic development provides for a healthy tax base, many municipalities have developed individual organizations and initiatives to encourage this type of development in their communities. The County supports these initiatives because it believes that ultimately new business and industry within the County will benefit all residents.

**Resources:** To this end, for the short and long-term, the County, through its CDBG Program, is creating an Economic Development Revolving Loan Program to provide leverage funding, in the form of low-interest loans, for the relocation or expansion of small business in the County. The County already has been working with local banks, the Economic Development Administration, the Small Business Administration and local chambers of commerce to develop projects that are suitable for the community and provide jobs for low-income residents. This

assistance will be provided as necessary and appropriate to make a project successful. Additionally, agencies receiving this assistance must ensure that jobs for low-income residents will be retained, created or expanded as a result of this assistance. All businesses receiving economic development assistance will be required to work with the County's Workforce Investment Act Programs to develop job training and employment opportunities and/or recruit new employees. This will ensure the success of meeting the objectives of the CDBG Program. The County hopes to assist businesses to remain or relocate in the County to provide employment opportunities for low and moderate-income residents over the next five-year period.

When possible, additional economic development assistance will be linked to this program to bolster revitalization efforts. Through this program, the County hopes to assist 3 - 5 businesses annually.

These priorities translate to the following specific activities:

# Priority One - Provide financial support for a wide range of public services for the lower income population.

**Goal** - Direct assistance to lower income households.

**Description and Proposed Accomplishments** - As described above, the County will allocate \$160,000 in CDBG funding for services for special needs populations, senior and youth for the FY 2013 program year.

• Specific services to be funded in FY 2013 will be determined through the Request for Proposal process and will be finalized prior to this plan being submitted to HUD.

**Geographic Distribution** - The services described above are limited to lowand moderate-income residents county-wide.

# Priority Two - Provide financial assistance and technical support for public facility and infrastructure improvements

**Description and Proposed Accomplishments** - For the upcoming program year (FY 2013), the County will be allocating \$254,564 in Gloucester County CDBG funding and \$124,258 in Washington Township CDBG funding towards infrastructure and public facilities improvement projects in seven (7) municipalities. The projects will be carried out by local municipalities and will be jointly funded by local resources. These projects include: neighborhood facilities, street improvements, sidewalk and removal of architectural barriers improvements.

**Geographic Distribution** – All these activities will be in low-income areas or directly target primarily low- and moderate-income households.

• **Borough of Clayton \$49,889-** The Borough proposes to construct water & sewer improvements at North New Street from Alexander to North Dennis Drive.

- **Deptford Township \$50,000** The Township proposes the removal of architectural barriers as a result of improvements to the restrooms at the Township Municipal Building.
- **Borough of Glassboro \$17,225** The Borough proposes to install 25 ADA compliant curb cuts at 23 at various locations throughout the Borough.
- **Township of Mantua \$50,000-** The Township proposes the second phase of reconstruction of Booty Mill Road.
- **Township of Monroe \$50,000** The Township proposes make flood mitigation / storm drainage improvements at West Lois Drive.
- **Township of Washington \$124,258** The Township proposes rightof-way improvements on Mayfair Avenue from Woodlawn avenue to Laurel Avenue and miscellaneous ADA related concrete improvements in the Mayfair area.
  - **Borough of Wenonah \$50,000-** The Borough proposes to provide ADA accessibility at the Langston Field Concession Building by retro fitting the restrooms and the area providing accessibility to the facility.

## **Antipoverty Strategy**

Describe the actions that will take place during the next year to reduce the number of poverty level families.

## Program Year 4 – (FY 2013) Action Plan Antipoverty Strategy response:

As narrated in the 2010-2014 Consolidate Plan, poverty is often a difficult situation from which to escape and is a significant concern in Gloucester County. In comparing 2000 Census statistics on poverty to the 2006-2008 American Community Survey 3-Year Estimate the number of persons in Gloucester County has had virtually no change. Since the County population has increased by almost 12% the County views their efforts since 2000 as successful in addressing the needs of very low income / persons below the poverty level, to achieve an increase level of job training and education and employment. More detailed Poverty statistics are documented in the Consolidated Plan and are not repeated here.

The County's anti-poverty strategy is linked to the Economic Programs that have been implemented and operated for almost a decade. The objective of poverty reduction requires programming for job readiness areas, including job training and placement, supportive public services, education, and basic skills development. The overriding principle however is to create new jobs and opportunities for households with incomes below the poverty level. It is only through comprehensive, coordinated strategies that nurture skills and provide opportunities to gain and retain employment and thus improve the quality of life, that people can improve their situation.

Numerous programs currently exist in the County to help address the problems of poverty and assist in providing opportunities to escape the cycle of poverty. These include:

- the Board of Social Services' programs that provide single mothers with children the opportunity to receive welfare benefits, such as TANF, in coordination with job training.
- programs administered by the Dept of Economic Development, such as the federal Workforce Investment Act program, offer job training, job search assistance and job placement services to low income households. All persons receiving welfare assistance from the Board of Social Services are referred to the Department of Economic Development, WIA Division, for job training and employment services.
- within the Department of Economic Development, the Division of Housing and Community Development Services and the Division of WIA work closely together to create job opportunities through economic development projects and initiatives carried out under the CDBG Program.
- the Boards of Education throughout the county assist persons obtain high school diplomas or the GED certificate. The County facilitates and supports programs to coordinate training programs provided by public institutions with the needs of employers.

- The Vo-tech school, the community college, and Continuing Education Programs also provide important training and educational opportunities for local residents.
- day care funding throughout the County
- long-term employment opportunities for severely disabled adults, and
- life skills development programs.

All projects to be funded with CDBG funding are encouraged to follow the language of Section 3 requirements to recruit needed employees from very low income neighborhoods and where possible from the pool of WIA Program graduates. This coordinated effort will create additional employment opportunities for low-income residents. All economic development activities/projects that create jobs will also be coordinated with the WIA and the FDP Programs. Only viable employment opportunities can assist low-income households achieve financial self-sufficiency, which is important in alleviating the problems of poverty and its vicious cycle.

Employment programs reach only a part of the poverty population. Many of the people living in poverty are not employable and thus the County works cooperatively with numerous public, social, and civic service organizations to develop and implement direct assistance and service delivery programs to improve the quality of life of these persons. The first step of providing health and social services is necessary to enable an unemployed person to become employable.

The County also supports programs and activities that promote a stable and growing economy. CDBG funds are budgeted to create an Economic Development Revolving Loan Program to assist business renovate, expand and create new job opportunities for low and moderate income residents. The exact parameters of the new program have yet to be developed.

The County has been providing financial assistance through direct grants as well as technical and advisory assistance to non-profits and community agencies that administer a wide variety of programs for lower income residents. These programs have an immediate impact on primary needs of the low-income population and the causes of poverty. CDBG provides the core funding for critical basic needs including youth and senior services and housing.

Housing assistance is provided as a coordinated effort to preserve and produce affordable housing through the County's CDBG and HOME programs. This type of assistance is provided to assist people from becoming trapped in the cycle of poverty and to ameliorate housing problems and costs.

Overall, the County welfare and social service agencies will continue to work closely with the employment and training agencies, and educational institutions in the County, to provide alternatives and opportunities to achieve financial independence and stability. The Department of Economic Development, Division of Housing and Community Development, will provide additional federal funding to expand those opportunities, and to help address the affordable housing problems of households in poverty.

In sum, the programs currently operated represent successful coordinated efforts to address housing and economic issues that surround the homeless and lower income households. The County recognizes that the need for assistance far exceeds current level of available resources.

During 2013, all funds will be used to benefit low/mod income persons; no funds will be used for slum / blight activities.

## NON-HOMELESS SPECIAL NEEDS HOUSING

# Non-homeless Special Needs (91.220 (c) and (e))

- 1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
- 2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

## Program Year 4 (FY 2013) Action Plan Non-homeless Special Needs response:

In light of the analysis in the 2010-2014 Consolidated Plan, Gloucester County has opted to focus its attention on the following special needs populations:

- The elderly
- The developmentally disabled and the physically handicapped

As described in that Needs Assessment, there exists the need to develop permanent supportive housing for populations with special needs. The need for supportive housing for seniors, the mentally and physically disabled, and persons with HIV/AIDS was often stressed during the consultation process with service providers. However, as mentioned above, because the full extent of the need still remains unclear, it is difficult to determine how best to address them. Currently, supportive services are available to special needs populations through advocacy groups and public agencies. These services are linked as closely as possible to the persons who need them, regardless of where they reside. As more specific data is uncovered, funding to support the development of housing with the needed supportive services will be pursued.

In light of these considerations the County has established the following priority objective:

# Increase Housing Facilities and Services for Homeless and Special Needs Populations

Despite the discrepancies in the data on the number of households needing emergency assistance, there are individuals and families in dire need of shelter and supportive services that routinely pass through the service delivery system. Emergency shelter, transitional housing, homeless prevention assistance, and supportive services should be increased to address the needs of the homeless, including those with special needs.

In addition to improving coordination and needs assessment, the County will also seek to continue and expand currently existing facilities and programs. As mentioned above, with the use of HOME Program funding, CHDOs will be encouraged to develop housing that is accessible to persons with special needs. Many of the programs that exist provide emergency and short-term preventive solutions. Alternatives such as comprehensive transitional housing programs will

be more vigorously pursued because they foster independent living and provide longer-term solutions. Efforts and initiatives will be supported by funding from: the Community Development Block Grant; the Emergency Shelter Grant; the HOME Program; the Supportive Housing Program; the Shelter Plus Care Program; the Section 202 and Section 811 Programs; HOPWA (Housing for People with AIDS); and various state social service subsidy programs, in conjunction with private investor contributions.

Within the special needs population, the County's first priority will be to provide services and support for the elderly. As one of the largest segments of the population, and one in need of a wide range of assistance, the County will focus on assisting with housing rehabilitation and emergency repairs, providing transportation and meals, and providing respite care services.

The County's second priority will be to assist developmentally disabled and handicapped persons, especially in the provision of access to housing and public facilities, as well as providing transportation, health services, and respite care to the families of handicapped persons.

These will be the primary focus of program activities over the next five years. However, the County may change program emphases in light of changing needs in the community and the neighborhoods. The implementation of actions to address these priorities will improve the lives of these individuals and create a better community, especially for the residents of low- and moderate-income neighborhoods.

The resources expected to be available from all sources over the coming five years will not be adequate to address these needs. The problems are too many and too large to be resolved and the judicious use of those resources that are available is imperative. Severe cuts to the County's CDBG and HOME allocations has necessitated the elimination of the affordable housing program for the 2012 budget.

The specific strategies to assist persons in these categories are addressed in Affordable Housing Needs narrative, the Homeless Needs narrative, and the Non-Housing Community Development Needs narrative.

## **Victims of Domestic Violence**

The Violence Against Women's Act of 2005 amended the Cranston Gonzales National Affordable Housing Act and now requires jurisdictions receiving funds from HUD to consider the housing needs of persons who have been a victim of domestic violence, dating violence or stalking. In Gloucester County, assistance to victims of domestic violence is provided by the Gloucester County Women's Services. This is a program of the Center for Family Services. CFF provides 16 beds in the shelter (SERV) for individuals.

Volunteers of America Delaware Valley, Inc. provides 30 beds for families who are victims of domestic violence.

Gloucester County Women's Services provides outreach and crisis hotline services to over 12,000 victims of domestic violence each year. The majority do not require housing services. This shelter provides a 30 day respite for those that do require housing during which time permanent housing is obtained.

# **Housing Opportunities for People with AIDS**

- 1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
- 2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
- 3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
- 4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
- 5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
- Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
- 7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
- 8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
- 9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

#### **Specific HOPWA Objectives**

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

#### Program Year 4 (2013) Housing Opportunities for People with AIDS response:

The responses below are limited to the use of HOPWA funds by the City of Camden Division of Housing Services in Gloucester County. As identified in greater detail in the Five-Year Consolidated Plan, the AIDS Coalition of Southern New Jersey, located at 100 Essex Avenue, Suite 300, Bellmawr, NJ 08031, is the primary provider of services for persons with HIV/AIDS in Camden, Gloucester, Burlington and Salem Counties, including medical case management, food, employment services, housing, support groups, legal assistance, transportation, and education assistance.

The AIDS Coalition of Southern New Jersey also operates the Ray of Hope Drop-on Center at 523 Stevens Street in Camden, providing access to a variety of care services including Medical Case Management, HIV Prevention Services, HIV Testing, Care Outreach and various amenities including a place to shower, laundry facilities, light snacks, telephone, computer access, personal care packages, etc. Additionally, the Coalition operates the Positively Nutritious Food Bank in Camden which acknowledges the special nutritional needs of individuals living with HIV/AIDS and provides sources of food in order to keep clients healthy. The Food Bank delivers directly to the clients.

- 1. The City of Camden Division of Housing Services is the lead agency in the tri-county HOPWA Metropolitan Statistical Area (MSA), consisting of Camden, Gloucester and Burlington Counties. The administration of the HOPWA grant has been through a partnership between the City of Camden and the New Jersey Department of Community Affairs Office of HIV/AIDS Housing. During the next year, the City proposes to continue utilize HOPWA to provide housing assistance vouchers to eligible clients under a Department of Community Affairs rental assistance program for HIV/AIDS individuals and their families. Mr. Alfred J. Dansbury of the Camden Department of Development and Planning and Ms. Kelly Mobley of the Camden Bureau of Grants Management are the contact persons for the Camden MSA HOPWA grant.
- 2. During the next year of the County's Action Plan, the Camden MSA will be provided housing vouchers to approximately 90 units of housing for HIV/AIDS clients and their families. These families will be receiving supportive housing assistance through the New Jersey Department of Community Affairs Office of HIV/AIDS Housing Unit. During the past year 97 clients were assisted, one being chronically homeless.
- 3. The Camden MSA will meet its specific objective by providing affordable housing in the coming year to 90 very low and low-income individuals with HIV/AIDS and their families in Camden, Gloucester and Burlington counties.
- 4. The Camden MSA did not provide assistance in: (1) short-term rent or mortgage and utility payment programs or (2) in-house facilities, such as community residences and SRO dwellings. Camden HOPWA MSA was strictly used for a rental assistance program administered through the City of Camden's Division of Housing Services. The program provides a significant benefit to improving access to safe and affordable housing and reducing the risks of homelessness.
- 5. The Camden MSA HOPWA program did not use any leveraged funds to address the needs of the clients and their families. However, 30% of the clients income paid for rent.
- 6. Gloucester County has the least number of HIV/AIDS cases in the Camden HOPWA MSA with Camden County having the most. Therefore Camden County

receives the largest number of rental assistance vouchers in the program. As vouchers are provided to clients on the waiting list additional persons will be screened to receive housing vouchers.

- 7. There were no barriers encountered to report or actions affecting the delivery of the program. No recommendations have been received concerning program improvement.
- 8. The demand for decent, affordable housing for the HIV/AIDS population far exceeds the availability of resources provided to the Camden MSA. Other sources of funding should be acquired to leverage the current HOPWA funds to increase the level of service.
- 9. The Annual HOPWA Progress Report will be prepared and submitted to HUD this year. This report will specifically detail the number of clients served, ethnic and income analyses and a full program description and budget.

## **Specific HOPWA Objectives**

The City of Camden will continue to administer the housing assistance program for HIV/AIDS clients in coordination with the New Jersey Department of Community Affairs Office of HIV/AIDS Housing. The provision of safe, decent, affordable housing for 90 HIV/AIDS clients and their families continues to be the goal of the program.

## Section 2 **2013 PROGRAM ACTIVITY FORMS**

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Grantee Name: GLOUCESTER COUNTY

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pole.	CDBG	$\nabla$	Froposed Aint.	201,002	Other		P	15,000 (11)
4	CDBG	M	Actual Amount	201,002	Other		Actual Amount	15/000 (11)
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			Actual Amount	170,000			Actual Amount	
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Grantee Name: GLOUCESTER COUNTY

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ogı				Actual U				928				25,545,4	Actua	_				
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2	CDBG	$\neg$	Proposed Amt.	47,574	Other	$\blacksquare$	Proposed Amt.	
		-2.55	Actual Amount	32,253			Actual Amount	
Year	Fund Source:	$\overline{}$	Proposed Amt.		Fund Source:	$\neg$	Proposed Amt.	
			Actual Amount				Actual Amount	
Program	01 People	$\forall$	Proposed Units	1,380	Accompl. Type:	~	Proposed Units	
g			Actual Units	1,380			Actual Units	
5	Accompl. Type:	$\overline{\mathbf{v}}$	Proposed Units		Accompl. Type:	$\overline{\mathbf{v}}$	Proposed Units	
L.			Actual Units				Actual Units	
	CDBG	$\nabla$	Proposed Amt.	39,149	Fund Source:		Proposed Amt.	
3			Actual Amount	OPEN			Actual Amount	
Year	CDBG		Proposed Amt.	44,258	Fund Source:	$\overline{}$	Proposed Amt.	
			Actual Amount	OPEN			Actual Amount	
Program	01 People		Proposed Units	892	Accompl. Type:		Proposed Units	
g			Actual Units		33	10.000	Actual Units	
5	Accompl. Type:	$\overline{\mathbf{v}}$	Proposed Units		Accompl. Type:	$\overline{\nabla}$	Proposed Units	
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pole.	CDBG	$\overline{\nabla}$	Proposed Amt.	49,889	Fund Source:		Proposed Amt.	
4 7	CDBG	$oldsymbol{\nabla}$	Proposed Amt. Actual Amount	49,889	Fund Source:		Proposed Amt. Actual Amount	
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(2).	Other  01 People		Actual Amount Proposed Amt. Actual Amount Proposed Units	38,984	Fund Source:		Actual Amount Proposed Amt. Actual Amount Proposed Units	
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Program Year	Other  01 People		Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units	38,984	Fund Source: Accompl. Type:		Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units	
5 Program Year	Other  01 People  Accompl. Type:		Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units	38,984	Fund Source:  Accompl. Type:  Accompl. Type:		Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units	
5 Program Year	Other  01 People  Accompl. Type:		Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Actual Units	38,984	Fund Source:  Accompl. Type:  Accompl. Type:		Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Actual Units	
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5 Program Year	Other  01 People  Accompl. Type:  Fund Source:  Fund Source:		Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Proposed Amt. Actual Amount Proposed Amt. Actual Amount Proposed Amt. Actual Amount	38,984	Fund Source:  Accompl. Type:  Accompl. Type:  Fund Source:  Fund Source:		Actual Amount Proposed Amt. Actual Amount Proposed Units Actual Units Proposed Units Actual Units Actual Units Proposed Amt. Actual Amount Proposed Amt. Actual Amount Proposed Units	

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N	CDBG	$\overline{}$	Proposed Amt.	50,000	Fund Source:	$\blacksquare$	Proposed Amt.	
			Actual Amount	50,000		32,40	Actual Amount	
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			Actual Amount				Actual Amount	
Program	01 People	~	Proposed Units	2,163	Accompl. Type:	~	Proposed Units	
2			Actual Units	2,203		1444	Actual Units	
٥٢٥	Accompl. Type:	~	Proposed Units		Accompl. Type:	~	Proposed Units	
lata			Actual Units		Problem Control		Actual Units	
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r M			Actual Amount	OPEN	A CONTRACTOR OF THE CONTRACTOR		Actual Amount	
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			Actual Amount			(3) 9	Actual Amount	
Program	01 People		Proposed Units	5,707	Accompl. Type:	~	Proposed Units	1000
9			Actual Units				Actual Units	
70	Accompl. Type:	_	Proposed Units		Accompl. Type:	~	Proposed Units	
lala		Town	Actual Units			in a rate	Actual Units	
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ea	Other	4	Proposed Amt.	84,255	Fund Source:	•	Proposed Amt.	
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7			Actual Amount	53,756				Actual Amount	
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_			Actual Amount	OPEN				Actual Amount	
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g			Actual Units	6,353			1000000	Actual Units	
70	01 People	~	Proposed Units	1,001		Accompl. Type:	$\nabla$	Proposed Units	
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m	CDBG	$\nabla$	Proposed Amt.	16,285		Fund Source:	$\overline{}$	Proposed Amt.	William Control
			Actual Amount	OPEN	7			Actual Amount	
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			Proposed Amt.	17,225		Frank Correct		Proposed Amt.	
ct	CDBG	$\nabla$	Proposed Aint.	11,225		Fund Source:			
1r 4	CDBG		Actual Amount	17,223		Funa Source:		Actual Amount	
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Grantee Name: GLOUCESTER COUNTY

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CPMP Version 2.0 Grantee Name: WASHINGTON TOWNSHIP

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\$ KME2-1000	<ul><li>Suitable Living Environment</li><li>Economic Opportunity</li></ul>																			
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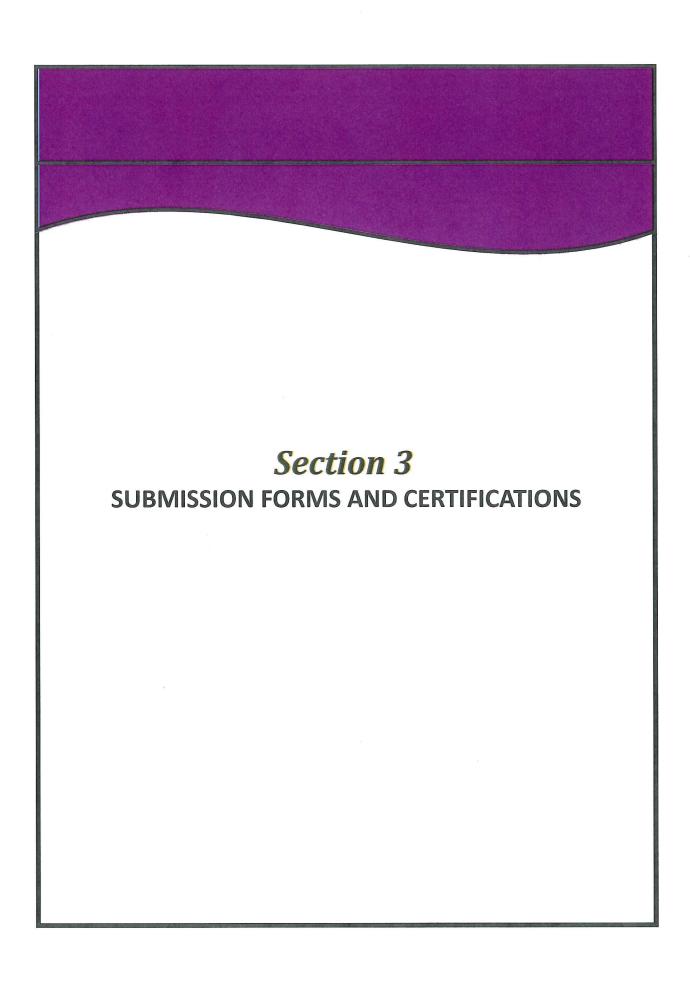
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			Actual Amount			1496.15	Actual Amount	
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lala		15526.35	Actual Units				Actual Units	
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Year	Fund Source:	$\overline{}$	Proposed Amt.		Fund Source:	$\overline{}$	Proposed Amt.	
		201072	Actual Amount				Actual Amount	
Program	01 People	_	Proposed Units	n/a	Accompl. Type:	~	Proposed Units	
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or c	Accompl. Type:	•	Proposed Units		Accompl. Type:	$\overline{}$	Proposed Units	
) dela	general district	100,000	Actual Units				Actual Units	
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1r 4	CDBG	7	Proposed Amt. Actual Amount	0	Fund Source:	7	Proposed Amt. Actual Amount	
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## SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted 7-11-13	Applicant Identifier	Type of Submission			
Date Received by state	State Identifier	Application	Pre-application		
Date Received by HUD <b>7-12-13</b>	Federal Identifier: B-13-UC-34-0109	☐ Construction	☐ Construction		
		☐ Non Construction	☐ Non Construction		
Applicant Information	-4	N. 1040045			
Legal Name: County of Glouce		NJ349015			
Street: County Complex, 115 B	udd Boulevard	Organizational DUNS: 9	957362247		
City: West Deptford	1	Danadasanti Danadasa	of of Harraina O		
County: Gloucester	State: New Jersey	Department: Department Community Developm	ent		
Zip Code: 08096	Country: USA	Division: Community	Development		
<b>Employer Identification Number</b>	r (EIN):				
21-6000660		Program Year Start Date	e: <b>09/01/13</b>		
Applicant Type:		Specify Other Type if	necessary:		
B. County & Washington Twp	CDBG				
Program Funding Catalogue of Federal Domestic A Project(s) (cities, Counties, locali		criptive Title of Applicant Pr	U.S. Department og and Urban Developmen roject(s); Areas Affected by		
Community Development Bloc	k Grant Program -	14.218 Entitlement Gra	nt		
activities to improve housing a					
foster economic opportunities	for low and moderate				
income persons. Specific activ	ities are identified in th	е			
CDBG Project Titles: County of	Gloucester CDBG and		fected by CDBG Project(s):		
HOME Programs	4.4=   A.1.111   L.111.1F	County of Gloucester,			
CDBG Grant Amount \$1,094,		Grant(s) Leveraged Descr	ibe		
Washington Twp \$155,32					
Additional Federal Funds Lever	aged	Additional State Funds	Leveraged		
Locally Leveraged Funds		Grantee Funds Leverage	ged		
Anticipated Program Income \$	45,000	Other (Describe)			
Total Funds Leveraged for CDB	G-based Project(s)				
Home Investment Destruction	Program	4.4.220 HOME			
Home Investment Partnerships M-11-UC-34-0215		14.239 HOME			
HOME Project Titles: Gloucest		Description of Areas Af County of Gloucester	fected by HOME Project(s)		
Investment Partnership Progra HOME Grant Amount \$455,7		Grant(s) Leveraged Description	ihe		
HOWE Grant Amount \$435,7	- Tuditoliai Flob	Cian(o) Ecveraged Desci			
Additional Federal Funds Lever	aged	Additional State Funds	Leveraged		

Locally Leveraged Funds			Gran	ntee Funds Lo	everaged	
			Othe	er (Describe)		
Total Funds Leveraged for HOME-	based Project(s)					
Housing Opportunities for People	with AIDS		14.24	1 HOPWA	NOT APPLICA	BLE
HOPWA Project Titles			Des Proje		eas Affected by H	OPWA
HOPWA Grant Amount	Additional F	HUD (		s) Leveraged	Describe	
Additional Federal Funds Leverage	ed		Add	itional State F	unds Leveraged	
Locally Leveraged Funds			Gran	ntee Funds L	everaged	
Anticipated Program Income			Othe	er (Describe)		
Total Funds Leveraged for HOPW	A-based Project(s)					
Emergency Shelter Grants Progra	ım		14.23	1 ESG NO	T APPLICABLE	
ESG Project Titles			Des	cription of Are	eas Affected by E	SG Project(s)
ESG Grant Amount	Additional HUD Gra	ant(s)	Lever	raged	Describe	
Additional Federal Funds Leverage	ed		Add	itional State F	unds Leveraged	
Locally Leveraged Funds			Grai	ntee Funds L	everaged	
Anticipated Program Income			Othe	er (Describe)		
Total Funds Leveraged for ESG-ba	ased Project(s)					
Congressional Districts of:					review by state I	Executive Order
Applicant Districts <b>1&amp; 2</b> Projust the applicant delinquent on any	ect Districts <b>1&amp; 2</b> federal debt? If	123		cess? This applica	ation was made a	vailable to the
"Yes" please include an additional		57.			372 process for r	
explaining the situation.	lo				not covered by Eductions not been select	
			<b>*</b>	for review	o not boon coloot	ou by the state
Person to be contacted regarding th	is application					
First Name: Christina	Middle Name:				Last Name: Mor	an
Division Head	Phone Number: 8	56-38	4-686	67	Fax Number: 85	6-384-0207
E-mail:						
cmoran@co.gloucester.nj.us Signature of Authorized Representa	l tive				Date Signed	
3 3						
					July 10, 2	<b>013</b>
					July 10, 20	013
Robert M. Damminger , Fro	eeholder Direc	tor				

 $C. \label{localized-local} C. \label{localized-localiz$ 



## CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

☐ This	certification does not apply.	
	certification is applicable.	

## NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

- 1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- 2. Establishing an ongoing drug-free awareness program to inform employees about
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- 3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
- 4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- 5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- 6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- 7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

- 8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- 9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- 10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

	July 10, 201
Signature/Authorized Official	Date
Robert M. Damminger	
Name	
Freeholder Director	
Title	
County Complex, 115 Budd Boulevard	
Address	
West Deptford, New Jersey 08096	
City/State/Zip	
856-853-3390	
Telephone Number	

☐ This certification does not apply.		

### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

- 11. Maximum Feasible Priority With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
- 12. Overall Benefit The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2013, 2\_\_\_\_, 2\_\_\_, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
- 13. Special Assessments It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint --** Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

	July 10, 2013
Signature/Authorized Official	Date
Robert M. Damminger	
Name	
Freeholder Director	
Title	
County Complex, 115 Budd Boulevard	
Address	
West Deptford, New Jersey 08096	
City/State/Zip	
856-853-3390	
Telephone Number	

☐ This certification does not apply.	
☐ This certification is applicable.	

### **Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance --** If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

	July 10, 2013
Signature/Authorized Official	Date
Robert M. Damminger	
Name	
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☐ This certification does not apply.	
$oxed{\boxtimes}$ This certification is applicable.	

### **APPENDIX TO CERTIFICATIONS**

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Drug-Free Workplace Certification

- 1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
- The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
- 3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
- 4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
- 5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
- 6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
County of Gloucester	County Complex, 115 Budd Boulevard	West Deptford	Gloucester	ĽИ	08096

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the

Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

a. All "direct charge" employees;
b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and

temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan

	July 10, 2013
Signature/Authorized Official	Date
Robert M. Damminger	
Name	
Freeholder Director	
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856-853-3390	
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### CERTIFICATION OF DISCHARGE POLICY

This is to certify that the County of Gloucester, through it County Continuum of Care, has established policies for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities or corrections programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. A Summary of these Policies is attached to this Certification.

A copy of this Certification and a complete copy of the appropriate Policy documents are on file with the Gloucester County, Department of Economic Development, Division of Housing and Community Development.

	July 10, 2013
Robert M. Damminger, Freeholder Director	Date

## GLOUCESTER COUNTY CONTINUUM OF CARE DISCHARGE POLICY SUMMARY

### Foster Care Discharge:

Services, Division of Youth and Family Services, Division of Developmental Disabilities, and the New Jersey Department of Corrections in conjunction with the Department of Health and Senior Services Division of AIDS, prevent discharges from facilities without the immediate provision of shelter. The CEAS Committee has taken responsibility to engage and involve local institutions to ensure that a seamless discharge planning process exists within Gloucester County. The New Jersey State and Gloucester County discharge plans simultaneously guarantees that no persons are discharged from any publicly funded institutional setting into homelessness. Specifically, the case worker works with the youth to identify available Gloucester County resources and appropriate housing. Under current New Jersey child welfare reform legislation, several new programs have been implemented that allow for a more seamless transition from youth to adulthood. Many of these programs include permanent housing.

### **Health Care Discharge**

All of the hospitals in Gloucester County have discharge protocols. The hospitals social work staff are aware of all services within the County of Gloucester for the homeless. Any patient about to be discharged has a discharge plan that includes where they are being discharged to. If a patient is homeless at admission, the hospital social work staff works with the Division of Social Services to identify appropriate housing upon discharge.

### Mental Health Discharge

The State of New Jerseys psychiatric hospitals follow state regulations that prohibit the discharge of anyone to homelessness. All persons being discharged must have a place to live or they will remain pending placement in the hospital system until supportive housing is secured. The private mental health residential programs are either funded by the State of New Jersey and thus are included in the states discharge protocols or they voluntarily comply in order to ensure that they are not creating an increased homeless population.

### **Corrections Discharge**

The Gloucester County correctional facilities have established protocols for discharge that are consistent with the statewide plan including an interview by the social work staff in which they ask those about to be discharged where the individual will be living upon release. For those with no address/home to return to, social work staff have an established procedure with the County Board of Social Services who then work together to identify and secure appropriate housing placement. In addition, the CEAS Committee works closely with a subcommittee of the Policy Academy Team which includes representation from the Departments of Community Affairs, Corrections and Human Services. This subcommittee is working with the Re-entry Policy Academy and its focus on exoffenders re-entering communities.

# Section 4 **RESOLUTION OF GOVERNING BODY**

### 4. RESOLUTION

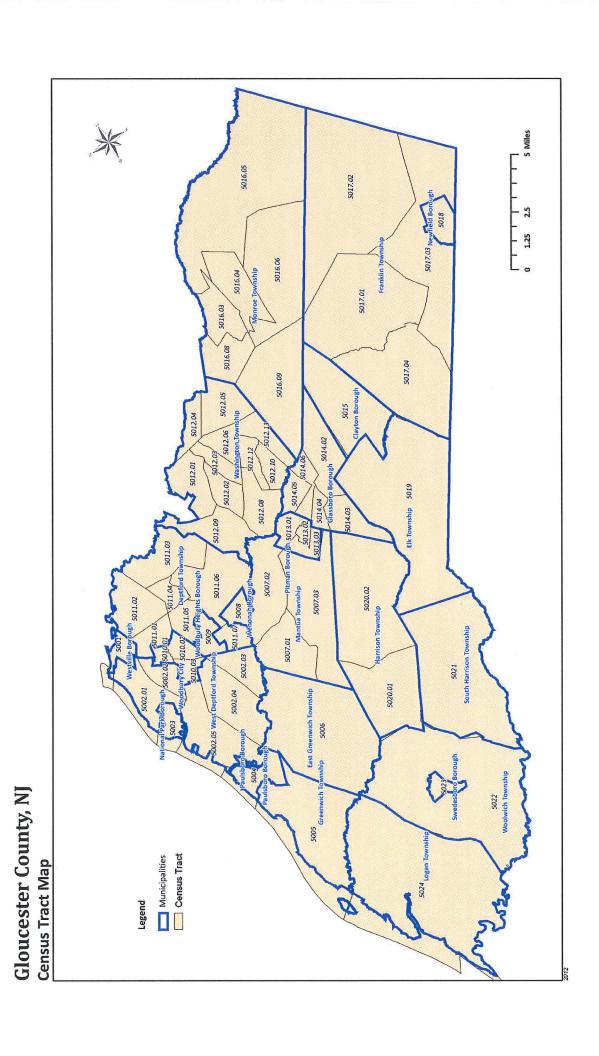
# Resolution to be inserted upon adoption by County Freeholders

# Section 5 **ACTIVITY AND STATISTICAL MAPS RESOURCES**

### 5. PROJECT LOCATION AND STATISTICAL MAPS

- a. FY 2013 Project Location Maps
- b. Census Tracts and Block Groups
- c. Municipal percentage of Low/Mod Income by Census Tract and Block Group
- d. Percentage of African-American Population by Census Tract
- e. Percentage of Asian Population by Census Tract
- f. Percentage of Hispanic Population by Census Tract
- g. Percentage of Population 65 years and older by Census Tract
- h. Percentage of Population younger than 5 years by Census Tract
- i. Percentage of Population Below the Poverty Level
- j. Percentage of Housing Structures Built Prior to 1960

HOUSING AND COMMUNITY DEVELOPMENT RESOURCES



5 Miles 4.7% 5017.02 2.5 2.2% 1.25 8.3% 5017.03 15.5% 5016.04 15.7% 5016.06 Monroe Township 9.3% 9.1% 11% < 5016.08 4.8% 5017.04 17.9% 5016.09 **5.9%** 5012.05 18% 5015 5012.02 1.7% 5012.06 5019 21.8% 14.8% 5012.09 Percentage of African American Population by Census Tract 1.7% 5007.03 Pitman B 3.8% 5020.02 South Harrison Township 3.4% **5.1%** 5021 3.8% 5020.01 East Greenwich Tow **5.9%** 10% 5022 Woolwich Township 5005 Greenwich To Percentage by Census Tract Municipalities 9.4 - 21.8 21.9 - 36.8 0.9 - 9.3 African American Legend

Gloucester County, NJ

1.4% 5016.05 1.0% 5017.02 2.5 **0.9%** 5018 1.25 **0.7%** 5017.03 1.5% 5016.06 1.3% Monroe Township 5017.01 5016.03 **2.6%** 5016:08 **0.5%** 5017.04 4.3% 6.4% 1.1% 6.7% Elk Township 5019 5007.02 Mantua Township
1.5%
5007.03
Pitman Bo **3.1%** 5020.02 South Harrison Township 1.6% 5007.01 Percentage of Asian Population by Census Tract **0.5%** 5021 3.7% 5020.01 East Greenwich Tow **1.0%** 5006 1.4% 5022 Woolwich Township 1.1% 5005 Greenwich To Gloucester County, NJ Percentage by Census Tract Municipalities 0.0 - 1.2 1.3 - 3.7 3.8 - 7.4 Legend Asian

**4.5%** 5016.05 **3.6%** 5017.02 2.5 6.6% 5018 1.25 **6.6%** 5017.03 4.4% 5016.06 5.3% 3.4% 5017.01 5016.03 **5.2%** 5016.08 4.2% 5017.04 **4.9%** 5016.09 4.6% 5012.05 **6.0%** 5015 5.1% Elk Township 5019 1.9% 8.0% 5.2% 5007.02 3.1% 5020.02 2.8% 5007.03 Percentage of Hispanic Population by Census Tract 3.2% 5007.01 3.1% 5021 2.9% 5020.01 East Greenwich Tow 3.0% 5005 Greenwich To 3.6% Percentage by Census Tract Municipalities 4.5 - 8.9 9.0 - 17.1 1.3 - 4.4 Legend Hispanic

Gloucester County, NJ

11.7% 19.6% 5016.05 5017:02 14.1% 5018 2.5 10.8% 1.25 5017.03 10.5% 5016.06 8.7% 5016.04 8.4% 13.3% . 5016.08 11.8% 5017.04 7.1% 5016.09 7.7% 5012.05 10.2% 5015 Clayton B 9.6% 5012:03 5012:02 16:9% 5012:06 12% Elk Township 5019 14.4% 5012.09 Mantua Township 5020:02 14.3% 5007.03 10.8% South Harrison Township Percentage of Persons Over Age 65 by Census Tract 13.9% 5007.01 10.4% 5021 5.5% East Greenwich Township 10.5% 5006 18% 5005 Greenwich Township Gloucester County, NJ 6.4% Percentage by Census Tract Municipalities 15.8 - 26.7 9.7 - 15.7 3.4 - 9.6 Legend Over65

**5.1%** 5016.05 4.2% 5017.02 2.5 1.25 8.8% 8.2% 5.6% **5.2%** 5016.03 **5.3%** 5016:08 **5.7%** 5017.04 **6.6%** 5016.09 4.3% 5012.05 7.19% 5015 5.1% 5012.03 4.2% 5012.05 5.3% 5012.06 6.5% 6.5% Elk Township 5019 s.3%. 3.3%. 5007.03 Pitman Bo **6.2%** 5020.02 Percentage of Persons Under Age 5 by Census Tract South Harrison Township **5.5%** 5007.01 **5.9%** 5021 7% 5020:01 8.5% 5006 5005 Greenwich To Gloucester County, NJ Percentage by Census Tract Municipalities 0.8 - 4.7 4.8 - 6.6 6.7 - 9.1 Legend **Under5** 

5 Miles 9.6% 5016.05 6.3% 8:2% 5018 1.25 8.8% 5017.03 13.2% **7.7%** 5016.06 Monroe Township 2.3% 5017.01 3.4% 5016.03 11.4% 5016.08 11.4% 5017.04 **60.7%** 5016.09 11.7% 5015 Clayton Bor **1.2%** 5012.05 ALIN 27.1% SOURCE ALIAN SOURCE 5012.02 2.5% 5012.06 12% 5012.01 5019 6.7% 5012.08 11.3% 6.1% 5020.02 4.3% 5007.03 South Harrison Township 6.4% 5007.01 10.4% 5021 4.7% 5020.01 East Greenwich Township Percentage of Poverty by Census Tract **4.0%** 5006 Gloucester County, NJ 3.6% 5005 Greenwich Percentage by Census Tract Municipalities 18.2 - 44.1 7.1 - 18.1 0.7 - 7.0 Legend Poverty

5 Miles 29.1% 5017.02 2.5 23.7% 1.25 21.7% 17.5% 5016.06 5016.04 16.5% 5017.01 19.5% 5016.03 16.6% 5016.08 38.3% 5017.04 17.2% 5016.09 37.9% 5015 Clayton Bo 4.4% 5012.05 5012.02 / 12.9% 5012.06 5012.01 6105 **30.1%** 5014.03 25.1% 5012.09 5011.06 Percentage of Housing Built Prior to 1960 by Census Tract 5020.02 35.7% 5007.03 15.4% 5020 rrison Township 20.4% 30% 14.9% 5021 8.9% 12.8% 5002.04 East Greenwich Township 25.6% 5006 **Greenwich Township** Percentage by Census Tract 2005 Municipalities 23.8 - 46.3 46.4 - 86.5 0.0 - 23.7 Built1960 Legend

Gloucester County, NJ

### HOUSING AND COMMUNITY DEVELOPMENTS RESOURCES

Gloucester County, as a requirement of the HOME Program, is obligated to meet the match obligation. This is accomplished through voluntary labor and materials through the Habitat For Humanity program, development fees, NJDCA Balanced Housing funds and funds through a Regional Contribution Agreement between Woolwich Township and the Borough of Paulsboro to be used for housing rehabilitation and potentially for sales of affordable housing.

### (1) FEDERAL RESOURCES

Listed below are the Federal resources expected to be available during the coming Program Years to address the priority needs and specific objectives identified in the strategic plan. These resources include grant funds and program income.

### \* Community Development Block Grant Program (CDBG), HUD

The objective of the Community Development Block Program is to carry out a wide range of community development activities directed to neighborhood revitalization, economic development, public services, provisions of improved community facilities, prevention and elimination of slums and activities aiding low- and moderate-income families.

### \* Home Investment Partnerships Act (HOME), HUD

HOME provides flexible grant program to expand affordable housing for very low- and low- income families with emphasis on rental housing, substantial rehabilitation, new construction, acquisition, homebuyers assistance, homeowners' rehabilitation and tenant-based rental assistance (TBRA). Fifteen percent of funds are set aside for Community Housing Development Organizations (CHDOs).

The County will use in-kind and sweat equity contributions from CHDO activities to meet the HOME match requirements..

### \* Emergency Shelter Grants Program (ESG), HUD

Local service providers receive ESG funds through the New Jersey Department of Community Affairs to improve the quality of existing emergency shelters and to increase

the number of developing shelters for the homeless. Funds can be used for renovation, conversion of buildings, rehabilitation, essential social services and operating costs.

### \* Supportive Housing for Persons with Disabilities (Section 811), HUD

This funding is for the expansion of three types of housing with supportive services, i.e. group homes, independent living facilities and intermediate care facilities.

A Section 811 grant may be used to finance the construction or rehabilitation of group homes, independent living facilities or intermediate care facilities; acquisition of housing from the RTC for group homes and independent living facilities for low-income persons with disabilities, mental illness or AIDS. Available only to private, non-profit sponsors, this competitive grant is based on HUD Field Offices allocation.

### \* Supportive Housing for the Elderly (Section 202), HUD

Funding to expand rental or cooperative housing for the elderly sponsored by private non- profits and consumer cooperatives. Capital advances are available to Finance elderly housing that also offers supportive services. Project rental assistance covers only the difference between the HUD approved cost per unit and the amount the resident pays. Section 202 funds can be used for acquisition from the RTC, rehabilitation, new construction, rental assistance and support services.

### \* Continuum of Care Homeless Assistance Grants

The US Department of Housing and Urban Development has consolidated the following grant programs for the homeless into the Continuum of Care Program.

### Shelter Plus Care Program, MUD

This grant program provides rental assistance in connection with supportive services primarily to homeless individuals with disabilities including the seriously mentally ill, substance abusers or persons living with AIDS and related diseases. The funding is to provide rental assistance on behalf of homeless individuals in connection with the moderate rehabilitation of SRO dwellings. Resources to fund the cost of rehabilitating the dwellings must be from other sources. Funding can be used for operating expenses, debt service for rehabilitation financing and monthly rental assistance.

### • The Supportive Housing Program, HUD

This program was created by the HCDA of 1992 which replaces the Supportive Housing Demonstration Program, the Transitional Housing Demonstration Program and the Permanent Housing for Handicapped Homeless Program. Grants to public and private non-profit entities to promote the development of supportive housing and services. Funds can be used for acquisition, rehabilitation, new construction under limited circumstances, leasing of structures, operating costs and supportive service costs. Urban counties, local governments and community mental health associations are eligible. Grants for operating costs are up to 75% for the first two years and 50% for the next three years. Recipients must match funding for acquisition, rehabilitation and for new construction with equal amount from other sources.

### \* Housing Opportunities for Persons with AIDS Program (HOPWA), HUD

There are two types of grants, entitlement and competitive, for housing assistance and supportive services for low-income persons with AIDS or related diseases and their families. Funds can be used for acquisition, rehabilitation, conversion, lease and repair of facilities; new construction; project-based or tenant-based rental assistance; planning; support services; operating costs; short term rent, mortgage and utility payments; administrative expenses and other proposed activities.

### \* Public Housing Comprehensive Improvement Grant, HUD

A formula-based entitlement program for public housing agencies. The program provides funding for planning and implementation of rehabilitation projects to make physical and management improvements. The program replaced the Public Housing Comprehensive Improvement Program.

### \* Safe Havens Demonstration Program, HUD

This competitive grant program provides very low-income housing for homeless persons with serious mental illness. Funds can be used for new construction, acquisition, rehabilitation, leasing assistance, low-demand support services, outreach activities for eligible persons and operating costs. Local governments, private and public non-profit organizations are eligible applicants. Total assistance may not exceed \$400,000 in any five-year period and must be equally matched.

### \* Supplemental Assistance for Facilities to Assist the Homeless (SAFAH), HUD

This program provides grants for innovative programs for facilities to house and support

services for the homeless. Eligible applicants include Urban Counties, government entities and private non-profit organizations.

### \* Section 8 Vouchers, HUD

Provides rental assistance for very low-income families at or below 50% of the MSA Median Household Income who pay no more than 30% of their household income based on a Fair Market Rent. The homeless, families who are displaced, living in substandard housing or paying more than 50% of their income for rent receive occupancy preferences for HUD assisted housing. The Voucher Program provides rental assistance to private owners who lease their units to assisted families at a H1JD designated payment standard. The Certificate Program provides rental assistance payments to private owners who lease their units to assisted families at or below fair market rents.

The Family Self-Sufficiency (FSS) program directs public housing authorities to use housing development assistance and Section 8 voucher and certificate assistance resources in combination with supportive services to encourage economic independence of participating families. Clients enter into five-year contract with the PHA to achieve self-sufficiency. The public housing authority coordinates the availability of social services, including counseling, education, job training and child day care for each client.

### \* Federal Emergency Management Administration (FEMA),

The Emergency Food and Shelter Program provides funds to supplement and expand programs for homeless people, including food, shelter and services.

# \* Federal Home Loan Bank: Affordable Housing Program/Community Investment Fund

These programs provide member banks subsidized financing and below market interest rate financing for projects that benefit low-and moderate-income households.

### \* Low Income Housing Tax Credit Program (LIHTC)

Low-income housing tax credits (Federal corporate or personal dollar-for-dollar tax deduction) are available for qualified investors in low-income housing. The Housing Tax Credit Agency in each state can set certain priorities and targets for the program,

however at least 10% of the credit allocation must be set aside for qualified non-profit organizations. Applications are made directly to the NJHMFA.

### \* Fair Housing, HUD

The Fair Housing Counsel of North New Jersey provides comprehensive counseling agency for the home buyer or apartment seeker including information on renting apartments; buying houses or condominiums; mortgage or financial requirements; legal counseling in connection with discrimination and help in the preparation of complaints and lawsuits; and provides programs on open housing for church, school and community groups with literature, films and small reference library.

### \* Community Services Block Grant (CSBG) Program, HHS

Department of Health & Human Services Grants to States to help alleviate poverty. Funding for services and activities to assist low-income people in areas of employment, education, housing and emergency assistance are made only to Community Action Agencies, Indian Reservations or migrant workers.

### \* Emergency Community Services Homeless Grant Program, HHS

Department of Health & Human Services Grants to States for distribution to Community Action Program agencies to provide services to the homeless. Program includes services to enable the homeless to make the transition from poverty, to provide assistance in obtaining social and maintenance services and income support services, and to promote private sector assistance.

### \* Title IV-A Emergency Assistance (EA), HHS

Provides funding through State to house families and single homeless individuals in addition to their monthly assistance.

### \* Aid to Families with Dependent Children (AFDC), HHS

Provides cash benefits for basic assistance to families in which a needy child has been deprived of parental support. The program is administered by the States, where program requirements and benefits vary by State.

### \* Supplemental Security Income (SSI), HHS

This program makes monthly payments to people who are 65 or older, disabled, blind or homeless, and have little or no income or assets.

### \* Social Services Block Grant/Emergency and Crisis Assistance (EACA), HHS

Provides funding for emergency shelter and support services for vulnerable populations. The EACA funds free meals programs.

### \* Congregate Housing Assistance, HHS

Service subsides (comparable to rent subsidies) are provide to maintain services for frail elderly living in subsidized congregate housing facilities.

### \* Projects for Assistance in Transition From Homelessness (PATH), HHS

Provides funds for the provision of support and a limited set of housing services to individuals who suffer from severe mental illness with or without substance disorders, and are homeless or at imminent risk of becoming homeless.

### \* Weatherization Assistance, DOE

Grants are provided by the Department of Energy Weatherization Assistance Program (WAP) through State agencies to assist low-income individuals, especially the elderly. and handicapped, weatherized their dwellings to conserve energy.

### \* Adult Education for the Homeless (AEH), DOE

Provides education services to homeless adults as part of an integrated package of homeless support services.

- \* Education for Homeless Children and Youth-State and Local Grants Program, DOED Provides education service to homeless children and youth to States, and through States to local agencies.
- \* Victims of Crime Act (VOCA), US Dept of Justice

This program provides funding for support services for shelters for battered women.

### (2) OTHER RESOURCES

The following list of resources identifies prominent New Jersey State Programs that are reasonably expected to be made available to address the needs identified in the Consolidated Plan.

\* NJ/FANNIE MAE/GE Home buyers Welcome Home Program, NJHMFA
Provides first time buyer and trade-up buyer home loans as well as down payment and closing cost assistance.

### \* NJDCA Neighborhood Preservation Balanced Housing Program (NPBH)

Provides grants and loans to increase affordability and insure financial feasibility of low-income housing projects undertaken by for-profit or non-profit developers. It also provides funding for neighborhood rehabilitation programs for substandard owner-occupied property of one to four units; convert non-residential space to residential purpose; acquire real property, including demolishing and removing building; constructing new housing; and studies/surveys and other technical services.

Developers must also apply for tax-credit allocation. Funds, which must be matched, are restricted to municipalities petitioning for or have received substantive certification of their housing plans from COAH, to Urban Aid municipalities, municipalities subject to a court-approved compliance agreement as a result of an exclusionary zoning lawsuit, or who are participating in approved Regional Contribution Agreement.

### \* NJDCA Neighborhood Preservation Program (NPP)

Provides funding through a Revolving Neighborhood Preservation Fund for three to five year periods for the restoration and comprehensive improvement of threatened, but viable neighborhood. Residents, private businesses, lending institutions, local government and state officials join in a cooperative effort to restore a favorable climate for investment and to improve the quality of life in the targeted neighborhoods. Eligible activities include housing rehabilitation, code enforcement, commercial rehabilitation and revitalization, public improvements and services, site acquisition or clearance/demolition and the planning and administrative activities.

### \* NJDCA Housing Demonstration Program

Provides grants and loans for projects sponsored by public entities or non-profit developers for pre-development costs, consultant services, training and education, development of pilot projects, or for studies to test or report on methods and techniques for creating affordable housing.

### \* NJDCA Non-Profit Technical Assistance Program

Provides technical assistance grants to non-profit organizations for creating affordable housing opportunities.

### \* NJDCA Rental Assistance

Provides HUD Section 8 rental assistance through agencies for low-income families and individuals.

### \* NJDCA Shelter Support Program

Provides grants to shelters for rehabilitation, operating costs and new construction to meet the needs of the homeless.

### \* NJDCA Senior Citizen Housing and Safe Transportation

Grants are provided to increase security for senior citizens residing in private residential housing, including multiple family dwelling and shared living residences, and for residents of subsidized housing facilities.

### \* NJDCA Weatherization Assistance

This is a DOE program administered by the state to provide grants to assist low-income individuals, especially the elderly and handicapped, weatherize dwellings to conserve energy.

### \* NJDCA Life Safety Improvement Rental Assistance Fund

Grants and loans are provided to assist boarding home and residential health care facility owners and residents to meet necessary life safety requirements.

### \* NJDCA Affordable Housing Management Service

Helps municipalities administer their low-and moderate-income housing units. Services include maintenance of eligibility lists, referral of eligible home buyers and renters to available units, providing housing counseling services to potential Home buyers and assisting households through settlement procedures.

### \* NJDCA, Division on Aging

Maintains lists of the following types of senior housing in New Jersey: continuing care retirement communities, adult retirement communities, government subsidized housing, home equity conversion programs, shared housing and house-matching programs.

### \* NJDCA/NJDHS/NJHMFA Transitional Housing Program

Provides funds for construction and permanent financing of emergency shelters and/or transitional housing development.

### \* NJDCA/NJHMFA New Jersey Urban Multifamily Production Program (JUMPP)

Provides low-interest loans to compensate for operating deficits to non-profits and forprofits developing multi-family rental housing.

### \* NJHMFA Boarding House Life Safety Improvements Loan Program

Provides construction loans to owners of boarding houses to finance such life safety improvements as the installation of sprinkler systems, fire escapes and fire detecting systems.

### \* NJHMFA Revolving Loan Program

Funds construction or rehabilitation of small rental developments of 100 units or less.

### \* NJHMFA Multifamily Rental Investment Program

Provides loans for construction, rehabilitation and permanent financing of low-income multifamily rental housing units.

### \* NJHMFA Housing Assistance Corporation

This NJHMFA subsidiary corporation provides redevelopment and development loans to assist private, municipal and non-profit housing sponsors in any and all phases of

housing development.

### \* NJHMFA First Time Home Buyers Program

Allocates mortgages to builders of selected subsidized housing projects in urban and non- urban area providing up to 100% mortgage financing and allowing no down payment and certain closing costs to be rolled into a NJHMFA single-family mortgage.

### \* NJHMFA/NJDCA First Time Home Buyer Second Mortgage Program

Provides below-market low down payment single-family mortgages to low-income first time and urban homebuyers.

### \* NJHMFA Buy-and-Fix It Program

Provides below-market low down payment single-family mortgage to first time and urban buyers to purchase and rehabilitate a house with a single loan.

### \* NJHMFA Low Income Housing Tax Credit Program (LIHTC)

The NJHMFA is the designated Housing Credit Agency for this Federal Program. Of the federal allocation to New Jersey, 10% is set aside for non-profits, as required, 80% is an open set-aside and 10% is reserved for the state. The priority for program eligibility is as follows: non-profit over for- profits; new construction or substantial rehabilitation of low-income family units in urban followed by non urban areas; new construction or substantial rehabilitation of low-income elderly units in urban areas, followed by non-urban areas; and lastly all other projects eligible to receive low-income housing tax credit under the Federal Tax Code.

### \* NJHMFA Continuing Care Retirement Communities Program

Provides below market construction and permanent financing for the development of senior citizens rental housing, offering a variety of supportive services, including meals, housekeeping, health care, transportation and recreation.

### \* NJHMFA Services for Independent Living Program

Provides planning, technical and managerial assistance of support services to promote the independence of low-income frail elderly living in agency-financed senior citizen project.

### \* NJDHS Title IV-A Emergency Assistance (EA)

This program provides funding to house families and single homeless individuals in addition to their monthly assistance.

### \* NJDHS Social Service Block Grant

These federal and state funds, administered by the New Jersey Division of Youth and Family Services (DYFS) have four goals: (1) Prevention and remedying neglect, abuse, exploitation of children unable to protect their own interest. (2) Preserving, rehabilitating or reuniting families. (3) Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency. (4) Preventing or reducing inappropriate institutional care.

### \* NJDHS, Division of Youth and Family Service (DYFS)

Provides adoption and foster care placement; protective services for abused, abandoned and neglected children; and residential or institutional care.

### \* NJDHS Social Services for the Homeless (SSH)

These State funds established a foundation for funding support services (case management) to the homeless and/or those at risk of homelessness.

### \* NJDHS, Division of Mental Health and Hospital (DMHH)

Maintains four state psychiatric hospitals and a children's residential treatment center, aids in the development of community mental health centers and provides state funding for health facilities.

### \* NJDHS, Division of Developmental Disabilities (DDD)

Maintains nine residential facilities for mentally retarded, provides funding for residential facilities and social services for the developmentally disabled.

### \* NJDHS, Division of Public Welfare

Administers several public assistance programs including Aid to Families with Dependant Children, General Assistance and Home Energy Assistance.

### \* New Jersey Economic Development Authority (NJEDA)

The NJ Economic Development Authority has over twenty different programs to assist business and not-for-profit borrowers with low interest financing, technical support and real estate development services.

### \* New Jersey Redevelopment Authority (NJRA)

The NJ Redevelopment Authority is a State redevelopment financing authority that offers a variety of financial resources to support urban redevelopment.

### (3) LOCAL RESOURCES

### Gloucester County Department of Economic Development

Within the Department of Economic Development the Division of Housing and Community Development is responsible for carrying out the federally funded Community Development Block Grant (CDBG) and HOME investment Partnership Programs. These monies are available to provide qualified county residents and municipalities a variety of services including housing rehabilitation and home ownership, economic development, public facility improvement, and public works/infrastructure improvements. In addition, the Department administers the Division of Workforce Development (DWD) that offers job training to qualified applicants. The DWD is a cooperation effort between the government and private sectors to provide employment related services to individuals who meet the program's eligibility requirements.

### Gloucester County Department of Health and Senior Services

This Department has three Divisions that provide programs and services related to Community Development Block Grant activities. By contract with all 24 municipalities, the Division of Health provides a range of public health nursing activities, environmental health services and public health information and health education services to all residents of Gloucester County. Many of these services focus upon protecting persons from health threats and assisting residents to adopt healthful lifestyles. The Division of Senior Services provides information and assistance to aid residents of Gloucester County 60 years of age or older and their families. Its mission is to promote accessible and high-quality health and senior services to help all seniors in Gloucester County attain optimal health and independence. The Division of Mental Health, Drugs and

Alcohol oversees a range of programs and services in the areas of mental health, drug treatment, and alcohol. The Department also plays a key role in homeland security, by helping to prevent and prepare for terrorist attacks.

### Gloucester County Department of Human Services

The Department of Human Services administers a number of significant programs through its five Divisions: 1) Administration of Grants, Fiscal Management, and One Ease-E-Link; 2) Human Services Planning and Case Assessment Resource Team; 3) Transportation Services; 4) Youth Services; 5) Addiction Services. The Gloucester County Division of Addiction Services Office is responsible for coordinating substance abuse prevention and rehabilitation services for Gloucester County. The Division of Youth Services consists of two separate components: the Youth Services Commission/Juvenile Crime Enforcement Coalition (YSC/JCEC), and Substance Abuse Prevention & Education programs. The Gloucester County Case Assessment Resource Team (CART) reviews cases that involve children, ages 0 to 18, whose emotional or psycho-social problems are so pronounced as to cause the youth to come to the attention of a private or public institution such as the local school system, the family court, a church, or a community based agency. Division of Transportation Services (DTS) provides fare-free, non-emergency, curb-to-curb services for the following Gloucester County residents:

- Senior Citizens (60 years or older),
- Veterans,
- Permanently or Temporarily Disabled Residents,
- Medicaid Eligible Residents,
- Dialysis Patients,
- Radiation and/or Chemotherapy Patients,
- Therapy (Physical/Occupational) Patients.

Information and Referral (I&R) is a toll-free community resource providing current information on unlimited types of issues, and referral to available services within Gloucester County and statewide. Special Services include

- Language Interpretation for Non-English speaking individuals.
- Accessible to the Deaf and Hard of Hearing (TTY).
- Crisis Response
- Clarification Of Important Issues
- Exploring Your Options

### Gloucester County Department of Parks and Recreation

Gloucester County Parks and Recreation is responsible for the organization and development of the recreational environment within the County.

### Gloucester County Office of Disability Services

The Office provides a clearinghouse of information and works closely with the community, consumers, local agencies, advocates and advisory groups. The Disabled Persons Advisory Commission (DPAC) works directly with the County's Office of Disability Services to provide insight, relevancy in programs, services, and guidelines and recommendations for the ODS Director and Staff.

### Gloucester County Department of Veterans Affairs

The Department of Veterans Affairs provides health care for veterans at a clinic in Sewell, provides transportation services for veterans, and operates the Gloucester County Veterans Memorial Cemetery in Monroe Township.

### Gloucester County Board of Social Services

The Gloucester County Board of Social Services (formerly, the Gloucester County Welfare Board) was established in 1932 under the New Jersey Statutes Annotated, Title 44 to provide for widows and children. Through the years the Board expanded to include many more services such as Medicaid, Food Stamps, Child Support and Paternity, emergency assistance and employment support activities as well as cash assistance to needy County families and adults.

The Board's mission and the responsibility is to provide an opportunity for self-sufficiency to individuals and families through economic and social service programs designed for this purpose. The board and its employees are committed to offering these services in an atmosphere of mutual trust and respect without regard to race, creed, disability, sex or national origin.

### Gloucester County Workforce Investment Board

The Workforce Investment Board is a partnership of top executives from businesses, county and state government agencies in Gloucester County. The WIB is designed to create a workforce tailored to meet the needs of the community and produce an

environment that will empower existing businesses, as well as bring new industry to the area.

### Shady Lane Nursing Home

Shady Lane Nursing Home provides nursing care for all eligible residents of Gloucester County through the Gloucester County Improvement Authority. It supplies residents with the needs of daily living, assists them in being as independent as possible, helps them to retain their dignity as members of society, encourages them to participate in the community and ensures their rights as citizens.

It is the responsibility of Shady Lane to accomplish all this without discrimination as to race, creed, national origin, or political affiliation. It is also their responsibility to keep abreast of all current trends and requirements of long-term care management, education, caption research and medical developments related to patient care and to disseminate and implement this information to all concerned.

### Gloucester County Special Services School District

Gloucester County Special Services School District (GCSSSD) provides a wide range of educational services to the families of Gloucester County. GCSSSD serves children with special needs from birth to age 21. The enrollment figures for the 43 acre Bankbridge complex in Deptford and the Child Development Center in Turnersville, as of September 2002, are approximately 600 special needs students.

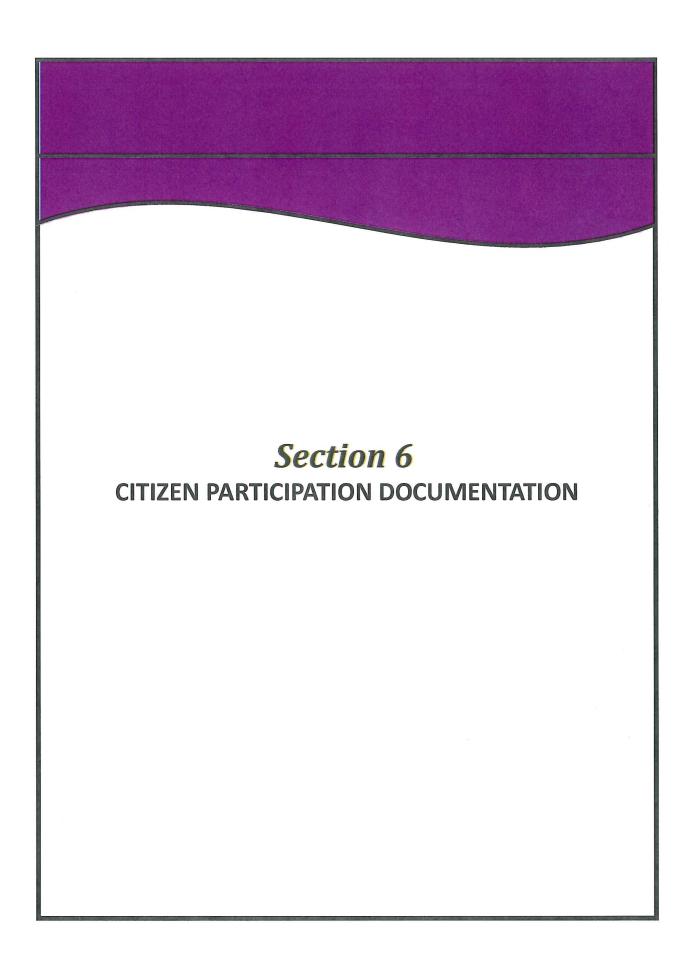
In addition to the schools, GCSSSD provides the following services to support the special needs children of Gloucester County: the Early Intervention Program for children birth to 3 years and their families, and Regional Council which provides professional services to the school districts of Gloucester Camden Counties.

### Work First New Jersey

The Work First New Jersey Office administers the Gloucester County Work First New Jersey (WFNJ) Program. The goal of the WFNJ Program is to help Temporary Assistance to Needy Families (TANF) recipients to quickly find full time, entry level employment. The emphasis on work is in response to new federal regulations which limit receipt of public assistance to 5 years over an individual's adult lifetime. In order to

help TANF recipients to meet this limitation, the WFNJ Office conducts weekly Job Search/Job Readiness sessions, assists in the development of resumes, assesses educational/job skill levels, combines education and training opportunities with work experiences through the Community Work Experience Program. A close working relationship with community employers and the Employment Service Office provides TANF recipients with on-site employment registration and job interview screening opportunities.

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### 6. CITIZEN PARTICIPATION

### Citizen Participation Documents

- Public Hearings
  - o Public Hearing Notices
  - o Public Hearing Minutes
  - o Sign-In Sheets
- Program Application Training Power Point Presentation
- Request For Proposals: CDBG and Public Services
  - o RFP Proof of Publication

### AFFIDAVIT OF PUBLICATION

State of New Jersey

ss:

(1.02002)

Gloucester County Salem County Cumberland County

PUBLIC NOTICE Cloucester County, NJ Economic Development Department Division of Housing and Community Development

The County of Glovesster proposes to initiate planning for its FY 2013. Community Development Annual Action Flan, which directs the expenditure Community Development. Block Grant and HOME investment Partnership innds received by the County from the US Department of Housing and Urban Development (HUD) for its Found Year Annual Action Plan for Federal Fiscal Year 2013. Funding far the Federal Fiscal Year 2013. This and the officially allocated. HUD anticipates at least a 5% decrease for a funding level of approximately \$1,506,196.

In order to obtain the views and proposats of interested citizens on Community Development, Economic Development and Housing needs and priorities, public bearings are being scheduled in the initial stages of application and program development.

The information received from interested persons at the hearings will assist the County in the preparation of Gloucester County's Fourth Year Action Plan, which is required by the Department of Housing and Urban Development as part of the annual application process.

Information will be made available to citizens regarding application procedures, timing, eligible activities and other regulations related to the Community Development Programs. Information on past use of Block Grant and HOME Funds will also be available. Representatives of the County will be available to answer questions that may arise through the forum of public hearings.

In accordance with the procedures set forth in the Citreen-Participation-Pian, there will be two public hearings, without will be scheduled on Monday, April 15, 2013 at 2pm and at 6 pm at the Gloucester County Office Complex, 115 Budd Blvd., West Deptford, NJ. Gloucester County Citizens are encouraged and welcome to subunit written orwerbal comments at or following the hearings:

A final draft of the Fourth Year Action Plan for Federal Fiscal Year 2013, which will be prepared following the Public Hearings, is expected to be available for public review by June 1, 2012 in order to meet the timing and submission requirements established by HUD. This notice is issued in accordance with the Consolidated Plan Regulations (24 CFR 91).

The County of Gloucester complies with all state and federal rutes and regulations and does not discriminate on the basis of, race, religion, color, mational or ethnic origin, sexual orientation, age, marital status of disability in admission to, access to, or operations of its programs, services, or activities. In addition, Gloucester County encourages the participation of people with disabilities in its programs and activities and offers special services to; all County residents 60 years of age and older, inquiries, regarding compliance may be directed to the Division of Disability Services at (86.5) 384-6842/New iersey Relay Service 711 or the EEO office at (855) 384-6903.

Robert M. Darminger, Freeholder Director Heather Simmons, Freeholder Liaison Gloucester County Board of Chosen Freeholders

Cost: \$80.64

(2653064) 3/31-1t

Joseph P. Owens, being duly sworn, on his oath, says he is an agent of the South Jersey Media Group, publishers of "South Jersey Times", a newspaper printed and published at Cherry Hill, N.J. for the State and Counties of Gloucester, Salem and Cumberland aforesaid, and that a notice of which the annexed is a true copy, was published in said newspaper for a period of time(s), successively commencing on the day of
March ,2013, and continuing
. 2013.
, 2013.
General Manager
3
Sworn to and subscribed to me this day of
- April
Cypithic France
Cynthia J. Frazier Notary Public of New Jersey
My commission Expires on May 12, 2016

### 2013-2014 Annual Action Plan

### **Public Hearing 2pm**

### **Meeting Minutes**

Attendees: Kathy Packowski – Triad Associates, Bob Schoch – Township of Greenwich, Jon Bryson – Mantua/Westville Federici & Akin, Drew Brzycki – Swedesboro Federici & Akin, Nick Pileggi – Washington Twp, David Roche – Woodbury Heights/Clayton S&A Inc., Vikki Holmstrom – Woodbury Heights CFO, Duane Paul Pheasant – Clayton Public Works Director, Jud Moore – Franklin Twp CFO, Sue Miller – Clayton Administrator, Don Banks – Deptford, Annina Hogan – Washington Twp RVE, Randi Woerner – Woodbury, Christina Moran – CDBG Division Head, Kelly Toal – CDBG Secretary

- -Christina Moran began the meeting by explaining the power point presentation she had prepared for all those in attendance. Our HUD Allocation for 2013-2014 has been reduced by 5%. Although we are still awaiting the approval of the annual budget, it is anticipated that we will receive between \$200,000 and \$250,000 for Municipal Projects...which will allow a maximum of \$50,000 per approved project. We are looking for projects that include leverage for example: Soft costs and help from Public works. Each awarded Municipality has to complete all close out documents i.e. employee interviews...
- -Christina then continued with explaining the Amendment to the 4<sup>th</sup> year of the 5 year action plan. The revolving loan fund has been spent on projects that weren't awarded in the previous years. We are still very busy with our housing rehab program. The RFP process for the 2013-2014 Engineer and Lead inspectors will be in July and August. We don't do rental rehab. We still have the down payment program, homelessness prevention through the CEAS committee, 15% of our funding goes to our Public Services...\$150,000. Washington Township Entitlement is a separate allocation all together.
- -Christina went on to explain eligible activities to apply for funding. All 23 Municipalities are eligible for street/road improvement projects, example: sidewalks, curb cuts and senior center rehabilitation. National objectives need to be met for any eligible project...Urgent Need, Slum & Blight and low-mod area benefit. Slum & Blight include any historic preservation/demolition. Low-mod area benefit (see map) need to be in the 45% exception rule...the upper quartile. Parks and Recreational/Community Centers need to serve more than 45%. Any work done to a Government building can only be removal of architectural barriers. Senior Centers are for limited clientele and Handicap Accessibility is for the severely disabled. ADA curb cuts are always ok. Any Slum and Blight project has to be designated Slum and Blight and site control is needed.

Christina advised against applying for a municipal owner occupied rehabilitation program. It is considered more trouble than it's worth. Please just refer all potential rehab clients to the County's Rehabilitation program.

Christina explained that all applicants must follow the matrix code (Category #3) with as much detail as possible.

Non profit construction and Senior Centers need to be serving 51% of the low income population and back up beneficiary data needs to be provided to us. Christina explained more about in-eligible activities.

The HOME Program currently has Zero funding for developers but it is something that is being worked on.

If any municipality has a constituent looking to apply to the Gloucester County Rehab Program, please contact Kelly Toal 856-384-6868.

The Homebuyer Program is still in effect assisting low income home buyers with down payment/closing costs up to \$10,000. Please contact Brian Carey 856-384-6986 for more information.

15% of our funding is set aside for CHDO's and Non Profit organizations...for example: Habitat for Humanity

Questions:

Annina Hogan: Does Demolition have to within a service area?

Christina – It can be done on a spot basis and needs to be designated Slum and Blight as well as have sit control. Contact local code official.

Annina Hogan: What are the criteria for Historic Preservation?

Kathy Packowski – It has to be on the national register and it needs to meet the criteria. It can also be considered spot slum & blight and designated a hazard.

Christina – Keep in mind, Roof Stabilization of a Historic property needs more information for the environmental records. Will be submitted to SHPO for Approval and if it's historic it will cause delay.

Christina explained the timeline and the importance of meeting the 1.5 ration by June.

Applications are due on April 25 and will be scored by the second week of May.

Kathy Packowski asked Christina to give a good example of a project that has been successful in receiving funding and meeting timeliness requirements.

Christina gave the examples of Mantua and Glassboro. Both of which had submitted applications for projects done in Phases. Flood drainages are always good to apply for and any municipality using Public works is favored as well. \*Communication is Key\* Email is preferable.

Kathy Packowski asked if everyone spent past years funding.

Christina replied with "No, but we are taking care of things". We will start sending County audit dates to municipalities to ensure expedited projects.

Jud Moore: How long would you like our Narrative?

Christina: Please have your narratives completed in Laymen terms and include a real costs analysis.

Kathy Packowski: How much money was requested by application last year?

Christina: Approximately 1.8 Million and only \$250,000 was awarded.

Kathy Packowski: It is anticipated to be the same scenario this year.

Christina again explained the importance of leverage and timeliness. Also alerted the municipalities that our Requalification Process is starting soon, so to look out for correspondence regarding the process.

Sue Miller: Had some questions regarding new qualifications for municipalities on a CCR Registration.

Randi Woerner answered her question by directing her to the HUD.com website

Christina reminded everyone that DUNS# is also still needed.

The meeting came to a close!

### DEPARTMENT OF ECONOMIC DEVELOPMENT DIVISION OF HOUSING & COMMUNITY DEVELOPMENT

### 2013-2014 ANNUAL ACTION PLAN PUBLIC HEARING/MEETING SIGN IN SHEET - 2 pm

April 15, 2013

Name/Organization Add	ress		
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JONBRISON BE	NTYA FEL STUTLLE	BRILL HAKIN	***********
PREW BRIMEN S	WEDRSBORG FR	EDRANG & AVIN	
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Drove Paul Proce	sot Clayton	Public Works	Director
Jud Moore	Frankelin	Tup - CFO	
Sue Miller	Clayton	Admin.	
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### DEPARTMENT OF ECONOMIC DEVELOPMENT DIVISION OF HOUSING & COMMUNITY DEVELOPMENT

### 2013-2014 ANNUAL ACTION PLAN PUBLIC HEARING/MEETING SIGN IN SHEET -6pm

**April 15, 2013** 

Name/Organization Address	
MARC KAMP - BOROUGH OF PAULSBORD - 1211 DIELMWAND	ST. PAULS KOPY NO 08066
DALE ARCHOR - EAST GREENWICH TWP	
Samuel Giordano - East Greenwich Two	
STAN BITTERS FRANKE PARNER PITMAN	
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### CDBG/HOME Program Application Training HOUSING & COMMUNITY DEVELOPMENT **Gloucester County PUBLIC HEARING**





# FUNDING CYCLE 2013

\*\* HUD anticipates a 5% reduction across the board for CDBG and HOME funding

➤ Estimated 2013 CDBG allocation \$1,021,023

➤ Estimated 2013 HOME allocation \$445,987

Proposals encouraged for ELIGIBLE and FUNDABLE activities. A

	HUD Funding Le	HUD Funding Levels by Program	
PROGRAM	FY 2010	FY2011	FY2012
COMMUNITY DEVELOPMENT BLOCK PROGRAM (CDBG)	\$1,533,157	\$1,280,130	\$1,074,761
HOME Investment Partnership Program	\$790,198	\$698,554	\$469,460
TOTAL	\$2,323,355	\$1,978,684	\$1,544,221

year to address the goals and objectives identified in the 5 year Consolidated Plan. The 2013 Plan is The 2013 Annual Plan will provide a summary of actions and activities that will occur next fiscal the annual update to the 2010-2014 Consolidated Plan.

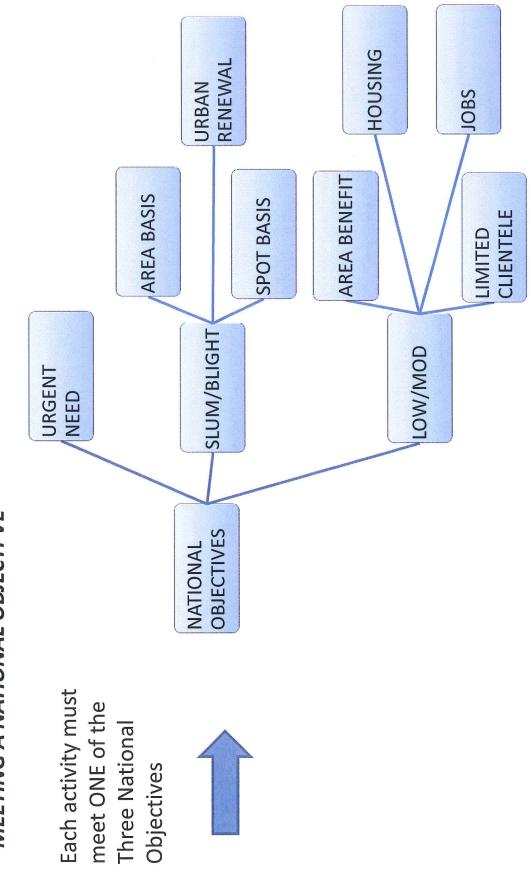
### **Five Year Goals:**

- Expand the availability and supply of safe, decent, affordable, and accessible rental housing for very-low and low-income individuals and families.
- Improve and preserve the existing affordable housing stock and neighborhoods.
- Increase homeownership opportunities for low and moderate-income households.
- households obtain and maintain permanent housing, with needed support services to become self-Assist homeless households, households at risk of becoming homeless and special needs sufficient.
- Support community and economic development programs that expand business enterprises and increase job opportunities for low- and moderate-income households.
- Promote fair housing practices and educate the public about the benefits and the need for affordable housing.

## **Community Development Block** Program (CDBG)

suitable living environments and enhance economic opportunities in non-entitlement areas throughout Provides funds to rehabilitate housing, create the County.

## CDBG FUNDABLE ACTIVITIES MEETING A NATIONAL OBJECTI VE



## Types of Low/Mod Benefit

### 1. Area Benefit

Must serve a primarily residential geographic area which is at least 45.5% low/moderate income persons, or a survey of area resident's demonstrates that 51% or more are low/mod income

Woodbury City CT5010.01,BG 1,2; CT5010.02, BG 1,3



## Types of Low/Mod Benefit

### 2. Low Mod Limited Clientele

Clientele <u>presumed</u> to be low/mod:

- Abused children
- /Battered spouses
- ✓Elderly person
- √Homeless persons
- ✓Illiterate adults
- ✓Migrant farm workers
- Adults meeting definition of "severely disabled"
- ✓Persons living with AIDS

Clientele document family income </= 80% of AMI

Nature and location of the service predominantly used by low/mod income persons

Activity removes material or architectural barriers to accessibility of elderly persons or "severely disabled" adults

## Types of Low/Mod Benefit

3. Low Mod Housing



structures which, upon completion, will be occupied Providing or improving permanent residential by low-and moderate-income households.

## Types of Low/Mod Benefit

## 4. Job Creation/Retention



The activity must involve employment of persons, a majority of whom are of low and moderate income.

### **Definitions**

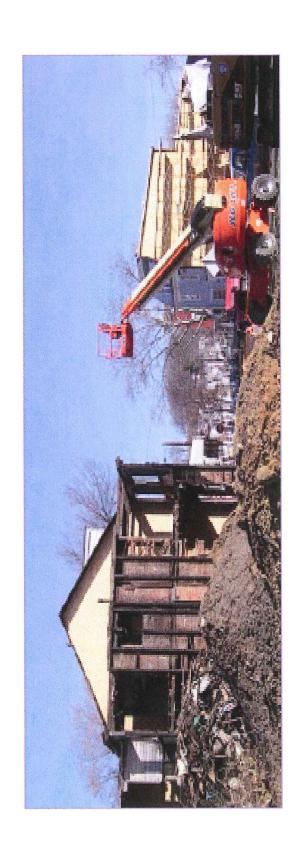
- ➤ <u>Income</u> Section 8 low income limit established by HUD
- ➤ Very Low Income under 30% of Area Family Median Income
- ➤ Low Income –50% of AFMI
- ➤ Moderate Income —80% of AFMI
- ➤ <u>Family</u> all persons living in the same household who are related by birth, marriage or adoption.
- ➤ Household- all persons residing in the same household regardless of relation.

# FY 2013 Income Limits

# ELIMINATION OF SLUM & BLIGHT

## Area Basis or Spot Basis?

- > Definition of slum and blight per state law (P.L. 991) or local law.
- ➤ Must have site control/ownership of property.



# ELIGIBLE ACTIVITIES Some Examples Include:

- ➤ Housing Rehabilitation
- ➤ Homeownership Assistance
- > Removal of Architectural Barriers
- > Public Facilities and Improvements
- Acquisition/Disposition of Real Property
- ▶ Public Services
- > Blight Removal / Site Clearance
- > Code Enforcement
- > Economic Development



### Ineligible Activities Some Examples Include:

- ➤ NO Political activities
- $\nearrow NO$  Construction of housing units by a unit of local government
- > NO Operation and maintenance of public facilities/improvements
- > NO General government expenses including construction of general government buildings
- ➤ NO Purchase of equipment
- ➤ *NO* Direct income payments

## Public Services

- Public Service funds are awarded through a completive contracting process. An RFP will be released in late April –May 2013. A
- quantifiable increase in the level of an existing service which has been provided by To utilize CDBG funds for a public service, it must be either a new service or a the grantee on its behalf through State or local government funds in the 12 months preceding submission of the Annual Action Plan. A
- LMI benefit as either Area benefit or Limited Clientele
- Employment services (job training)
- Health services
- Education programs
- Child Care
- Recreational services
- Senior services

### **HOME Investment Partnership** Program (HOME)

and provide rental assistance to victims of domestic Provides funds to develop affordable housing units violence and disabled households.

## Home Rehabilitation Program (CDBG & HOME funded) **Gloucester County**

### WHO IS ELIGIBLE?

- income, family size and type of improvement. Being handicapped, elderly, disabled or a veteran does not automatically qualify you necessary repairs to their homes. Eligibility is strictly based on This program is designed to assist homeowners in making for the program.
- Department of Housing & Urban Development's (HUD) Section income owner-occupants to restore their home to a satisfactory, Program is to provide financial assistance to low and very low The purpose of the Owner-Occupied Rehabilitation Loan safe and sanitary condition in conformity with the U.S. 8 Housing Quality Standards for Existing Housing.

### Down payment Assistance Program Gloucester County

- County. The major objective of the HOME Program is to increase the The Program is intended as a means of stabilizing property values and supply of affordable housing for low and moderate income families. overall quality of life in targeted neighborhoods throughout the
- Eligible families may receive up to \$10,000.00 for down payment and closing costs.
- Applicants must also invest 3% of private funds towards the purchase price of the home.
- maintained in liquid assets; assets above 20% must be applied to the No more than 20% of the purchase price of the home may be purchase A
- Complete an approved homebuyer education course.

# Affordable Housing Development

- > 15% set aside of HOME funds for special non profits designated as Community Housing Development Organization (CHDO)
- CHDO's must meet certain organizational characteristics and legal criteria under 24 CFR 92.2
- When funding becomes available, the County will issue an RFP or Call for Projects.

# Important Contacts/Resources

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► **Brian Carey**, HOME Program Manager 856-384-6986

➤ **Kelly Toal**, CDBG/HOME Program Intake 856-384-6868

County website www.co.gloucester.nj.us

http://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&tpl=/ecfrbrowse/Title24/24cfr570 main 02.tpl GPO e-cfr Code of Federal Regulations Title 24 HUD Part 570 - Community Development Block Grants

http://factfinder2.census.gov/faces/nav/jsf/pages/searchresults.xhtml?refresh=t Census.gov: American Factfinder